



Town Hall,
Parliament Square,
Ramsey,
Isle of Man.

www.ramsey.gov.im

14th August, 2025.

Mr. Chairman and Members,

The monthly **Public Meeting** of the Ramsey Town Commissioners will be held at 7.00 p.m. on **Wednesday evening next, 20th August, 2025**, in the Boardroom of the Town Hall, Ramsey.

BUSINESS:

1. Apologies for Absence:

2. Minutes for Adoption:

page(s): 1 - 11

- Board Meeting held on 23rd July, 2025.

3. Matters arising not included within the Agenda.

4. Matters for Information:

page(s): 12 - 48

- Action Tracker – August, 2025.
- Ruinous Buildings Register – August 2025
- Policy Committee with Appendices:
 - Code of Conduct
 - Whistleblowing
 - Corporate Governance
 - Strategic Plan

5. Finance and General Purposes:

page(s): 49 - 54

- Deputy Town Clerk's Reports:
 - Public Accountability Meeting
- Finance Officer's General Report(s):
 - Accounts
 - Summary of Revenue Income and Expenditure
 - Rates

6. Works and Development:

page(s): 55 - 66

- Town Clerk's Reports:
 - Strategic Plan Review – Consultation
 - Update on reopening the Reuse Centre
- Technical Services Manager's Report(s):
 - Planning Applications
 - MUA Wayleave Agreement for Deed of Easement (Water)
 - Serving a Section 51 Notice for Trees Raggleswood Crescent West

7. Parks and Leisure:

page(s): 67

- Deputy Town Clerk's Reports:
 - Events Update

8. Housing and Property:

page(s): 68

- Town Clerk's Reports:
 - Update from Department of Infrastructure – Housing
 -

9. Notices of Motion :

page(s): 69 - 70

- Notices of Motion submitted by Mr. J. McGuinness:
 - Reduction of Beds Ramsey and District Cottage Hospital
 - Investigation of Separate Fix Charge Provision of Household Refuse Collection

10. Any other Business:

page(s): 71

(by permission of Chairman)

- Matter(s) Raised by the Public
 - ❖ None Received
- Representative Report(s):
 - ❖ Northern Local Authorities Swimming Pool Board



D. C. Flint
Town Clerk and
Chief Executive

RAMSEY TOWN COMMISSIONERS
[PUBLIC]

The Monthly Board Meeting of the Ramsey Town Commissioners was held in the Boardroom of the Town Hall, Ramsey, on Wednesday, 23rd July, 2025, at 7.00p.m. having been rescheduled from 16th July, because of the proximity of that date to a By-Election in South Ward held on 17th July.

Present: Mr. A. J. Oldham, Mesdames W. S. Bruchal, S., Cottam-Shea, E. L. Honey, P. Johns-Garrett, S. M. Moss, E. S. Shimmin and M. M. J. Webb; Messrs. Revd Canon N. D. Greenwood, J. McGuinness, C. J. Martin and W. G. Young.

The Town Clerk, Deputy Town Clerk, Finance Officer, Housing and Property Manager, and Minute Clerk were in attendance.

(2025/26:066) Certificate of Returning Officer:

In his capacity as Deputy Returning Officer, Mr. H. S. Bevan read the Certificate confirming the Election of Mr. Martin as a member for South Ward for the unexpired term 1st May 2025 to 30th April 2029. Mr. Martin was presented with the Certificate by the Chairman and welcomed to the Board.

(2025/26:067) Minutes:

Resolved: That, following a proposal by Mrs. Webb, seconded by Mrs. Bruchal and agreed without division, the Minutes of the Special Board Meeting held on 10th June, 2025, and the monthly Board Meeting held on 18th June, 2025, be confirmed and signed by the Chairman. Mr. Martin did not vote as he was not a member when the meetings were held.

(2025/26:068) Matters Arising:

No matters were raised.

Matters for Information:

(2025/26:069) Action Tracker July, 2025:

Resolved: To note the “Action Tracker” to 16th July, 2025, subject to the following:-

Empty Pubs – Mr. McGuinness asked that information concerning “empty pubs” be updated.

Claughbane Public Open Spaces – Mr. McGuinness sought an update on this matter – the Town Clerk confirmed that this several similar matters remain pending but officers are being pro-active in trying to progress them.

Area Plan North and East – Mr. McGuinness asked if the matter was complete – the Deputy Town Clerk advised that Cabinet Office had not yet finalised their work – it was agreed the topic be retained on the Action Tracker.

BMX Track – Mr. McGuinness sought an update on this matter – the Deputy Town Clerk informed members that the meetings he had held with interested parties resulted in their not being able to formally take the matter forward. Mr. Martin commented that, during his recent canvassing, several people had shown interest in the BMX track; he was asked to submit names to the Deputy Town Clerk to follow-up.

Resolved: That, following a proposal by Mr. McGuinness, seconded by Ms Cottam-Shea and agreed that a report on the options available with regard to the BMX Track be prepared and the Board consider, at the appropriate time, the possible inclusion of a budget figure for 2026/27 to allow for maintenance of the track. The proposal was agreed without division.

Finance and General Purposes:

(2025/26:070) Town Clerk's Report – Local Government Amendment Bill Update:

Members considered the Town Clerk's report dated 20th June, 2025, which provided an update on the Local Government Amendment Bill, in that the date for local authority written submissions has been extended to 25th September. Appended to the report was correspondence addressed to the Minister of the Department of Infrastructure and to each Member of the Legislative Council. A draft response was also appended.

Resolved:: That following a proposal by Mr. McGuinness, seconded by Mrs. Honey and agreed without division the draft response be approved.

(2025/26:071) Town Clerk's Report – Public Consultation Environmental Protection Bill:

Members considered the Town Clerk's report dated 17th June, 2025, concerning the consultation being undertaken by the Department of the Environment, Food and Agriculture on their proposals to promote an Environmental Protection Bill. Mr. McGuinness that the bill will probably come into force and the Commission needed to be aware of increased fees and costs.

Resolved: That, following a proposal by Mr. McGuinness, seconded by Mr. Young and carried without division, members do not respond as a Commission but individually if they wish to do so and that the Town Clerk be asked to report on the waste stream plan and implications of the Bill.

Mrs. Moss asked when the Bill would be introduced – members were reminded that it would be required to go through the Stages Process and no indication could be given as to how long that process would take.

(2025/26:072) Deputy Town Clerk's Report – Ramsey Rocks Food Vendors:-

Members considered the Deputy Town Clerk's report dated 15th July, 2015, advising of two responses to the invitation to provide catering facilities at Ramsey Rocks on 24th August, 2025.

Resolved; That, following a proposal by Mr. McGuinness, seconded by Mr. Young and carried by 10 votes to 1 both vendors be accepted. Mr. Martin voted against. Ms Cottam-Shea did not vote as she declared an interest in that she might be assisting one of the vendors at the event.

(2025/26:073) Deputy Town Clerk's Report – Street Traders – “Rumblin Tum”:

Members considered the Deputy Town Clerk's report dated 15th July, 2015, advising of the request made by “Rumblin Tum” for a street trader's licence to trade from Market Place Car Park between 5.00 p.m. and 8.00 p.m. on the last Sunday of each month. Discussion ensued with regard to the suitability of the venue having regard to the number of catering premises in the vicinity and the safety of the proposed location.

Resolved: That following a proposal by Mr. McGuinness “Rumblin Tum” proprietors be informed that the Commission agree in principle to the proposal by have reservations about the safety of the location and would ask that an alternative location be considered. The proposal was seconded by Ms Cottam-Shea and carried by 11 votes to 1, Mr. Martin voted against.

(2025/26:073) Finance Officer's General Report:

Resolved: To note and approve the Finance Officer's general report dated 16th July, 2025.

Mr. Martin referred to budgetary inclusion for street cleaning which he felt was not being carried out. The Deputy Town Clerk advised that this was because of problems with parked cars and undertook to check the situation with regard to “residents' permits” which he understood had limited time restrictions.

Works and Development:-

(2025/26:074) Royal Park Phase 2:

Resolved; To note the Town Clerk's report dated 8th July, 2025, advising of the current situation with regard to the request that the Commission adopt public open space at Royal Park, under a Section 13 Agreement – which the Commission is not yet able to progress.

(2025/26:075) Technical Services Manager's Report – Planning Applications:

Resolved: To note the Technical Services Manager's Report dated 14th July, 2025, detailing planning applications received from the Department of the Environment, Food and Agriculture, under the planning consultation procedures, subject to the following:-

| | | |
|-----------|--|--|
| P.A. NO.: | <u>24/00781/B</u> | <u>Additional Plans / Details</u> |
| PROPOSED: | Residential development comprising 9 houses and 4 apartments with associated roads, plots and drainage | |
| NOTES: | P.A. in Detail | |
| SITE: | Land adjacent to Thornhill Manor, Clifton Drive, Ramsey | |

Attention was drawn to information requested from the Senior Planning Officer and Actions required to be taken by the developer, including that for Section 13 agreements for the provision of public open space. Members were informed that the areas of land within the development identified as public open space were considered to be very small and would be difficult to maintain. The Town Clerk reminded members that wording of a Section 13 agreement is that a local authority "may" adopt such land.

Resolved: That, following a proposal by Mrs. Bruchal, seconded by Mr. McGuinness and agreed without division, a response to the Planning Committee on the above application be that the Commission will not be looking to accept responsibility or liability for the Public Open Space within the site, however the Commission remains supportive of the construction of the properties.

Notices of Motion:

(2025/26:076) Notice of Motion – Social Housing:

Mr. McGuinness presented the Notice of Motion dated 24th June, 2025, as hereunder, standing in his name:-

1. To agree in principle to the preparation of a formalised publicly available Ramsey Housing Strategy covering all Ramsey Town Commissioners-owned public-sector housing, setting clear refurbishment and new build objectives over five, ten and twenty-five year horizons.
2. To instruct the Lead Member for Housing, working with the Housing & Properties Manager, to present a complete draft Strategy to the Board no later than the December 2025 meeting.
3. To require an annual progress report each December/January, aligned with the authority's budget-setting cycle, tracking delivery against the Strategy's targets and
4. To publish the final Strategy and subsequent progress reports on the Commissioners' website and make them available for public inspection at the Town Hall."

The Notice was seconded by Mrs. Moss and carried without division.

(2025/26:077) Notice of Motion – Ramsey Art Trail:

Mr. McGuinness presented the Notice of Motion dated 24th June, 2025, as hereunder, standing in his name; that the Commission set up a Ramsey Art Trail Initiative with the following objectives:-

- “To increase foot traffic in Ramsey town centre.
- To connect Mooragh Park with the town centre through a cultural walking route.
- To promote and celebrate the work of local artists.
- To encourage residents and visitors to explore the town’s public spaces.
- To foster a stronger sense of civic pride and community engagement.”

Members queried if the trail could be extended to include the “Rotary Heritage Trail” or historic buildings within the town. Mr. McGuinness commented that these matters might be worthy of addition in the future but he wished the matter to be progressed as an Art Trail in the first instance with the aid of funding / grant.

Mr. McGuinness moved his Notice of Motion which was seconded by Ms Shimmin and carried by 11 votes to 1, Mrs. Moss voting against.

(2025/26:078) Notice of Motion – Re-Evaluation Re-use Facility CA Site:

Mrs. Johns-Garrett presented the Notice of Motion dated 9th July, 2025, that “Ramsey Town Commissioners re-evaluate the current position regarding the re-use site with a view to facilitating its re-opening for use”.

The Town Clerk advised members that it was not for the Commission to take such a decision without a directive from the Department of Infrastructure; and also advised that re-opening the re-use facility would have implications with regard to operating parameters. The Chairman suggested that the matter should be discussed in private because of staffing implications. Mrs. Johns-Garrett added a request that the Town Clerk report back on the implications to which he referred, be included in her Notice.

Mr. McGuinness proposed that it was unfair to Mrs. Johns-Garrett not to continue with consideration of the Notice, this was seconded by Mrs. Moss and agreed.

Mr. McGuinness, for clarity summarized the Notice that:-

The Commission agree in principle to the re-opening of the re-use facility?

That the Commission acknowledges and accepts the current situation;

The Town Clerk report on the financial and practical implications;

Do the Commission go forward without funding from others?

Mrs. Johns-Garrett commented that operation of the site should not be solely funded by the Commissioners. Mr. Martin queried if involvement of any third parties with regard to labour had been considered? The Town clerk advised that the use of third parties could possibly be explored in due course.

A vote was taken which resulted in a split result 6:6. Mesdames Johns-Garrett, Moss and Shimmin, and Messrs. Martin, McGuinness and Young voting in favour. Mesdames Bruchal, Cottam-Shea; Honey and Webb; and Messrs. Canon Greenwood and Oldham voting against.

The Chairman used his casting vote in favour of the Notice of Motion due to the content being approval of a principle.

Any Other Business:

(2025/26:079) Town Clerk's Report – Registration of the Stone Bridge:

Members considered the Town Clerk's tabled report dated 21st July, 2025, advising of the proposal of the Department of the Environment, Food and Agriculture to have the Stone Bridge registered as a Protected Building due to its special architectural and historic interest.

Resolved: That, following a proposal by Mr. McGuinness, seconded by Mr. Martin and carried without division, the Commission support the registration of the Stone Bridge, but the Department be made aware that the Commission has some reservations and concerns not least that the bridge will become a millstone in terms of the upkeep, repair costs and Government resources.

(2025/26:080) Northern Local Authorities Swimming Pool Board:

Mr. McGuinness gave a verbal report following his recent attendance as the Commissioners' representative on the Northern Local Authorities Swimming Pool Board – he informed members that the Board is still working closely with the Department and will soon be inviting members of the participating authorities to take a tour of the pool premises.

Mr. McGuinness invited Mrs. Johns-Garrett to give a report on a meeting of the Northern Chamber of Commerce for which she is the Commissioners' representative – Mrs. Johns-Garrett declined on this occasion having not prepared anything. Mr. McGuinness suggested that Mrs. Johns-Garrett submit a short written report going forward and commented that this was an opportunity for all members who serve on "outside" committees to report back to ensure communication with the Commission.

(2025/26:081) Clearing Foreshores:

Mr. Young commented about weeds on the South foreshore and indicated that Carey's had, through him, offered to clear them in January or February 2026, prior to the nesting season, at no cost to the Commission. The Town Clerk reminded members that permission needs to be obtained before any materials are removed from the beach although he would need to check the restrictions.

Resolved: That, following a proposal by Mr. Young, seconded by Mrs. John-Garrett, and agreed without division, the Commission agreed in principle to the clearing of the weeds the offer subject to the required permission being first obtained.

(2025/26:082) Sundry Matters:

082a) Street Lighting: Mrs. Moss advised that she had received complaints about overly-bright street lighting and asked if shades could be fitted – members were asked to let the Technical Services Manager know the location of such lights.

082b) Pavements – Mobility Issues: Mr. Martin referred to problems with that people with impaired mobility seem to be having with some of the pavements in the Town.

Resolved: That, following a proposal by Mr. Martin, seconded by Ms Shimmin and agreed without division, the Commission invite members of the public to make them aware of any incidents and of the availability of the Department of Infrastructure's report a problem service.

The Town Clerk suggested it might be appropriate to raise the matter at the special meeting being held with the Minister for that Department on 30th July.

082c) Election Process – Manifestoes: Mr. McGuinness referred to the recent Local Authorities General Election and the By-Election as a result of which manifestoes were prepared. Mr. McGuinness suggested that those members returned unopposed might consider submitting a manifesto. Any member wishing to do so manifesto was requested to contact the Deputy Town Clerk.

(205/26:083) Adoption of Standing Orders:

Members were supplied with copies of the Standing Orders, having been updated due to amendments approved in June, 2025, as a result of a successful Notice of Motion submitted by Mr. McGuinness.

Resolved: That, following a proposal by Mr. McGuinness, seconded by Ms Cott-Shea, and agreed without division, the Standing Orders to June, 2025, be adopted.

Members were reminded that a Special Private Board Meeting at which The Hon. Dr. Heywood, Minister for the Department of Infrastructure, will be in attendance, has been scheduled for Wednesday, 30th July, 2025, at 7.00 p.m. Items to be discussed would include The Quayside; proposed 20 mph speed limits – members were asked to advise the Town Clerk if they wished any specific matters to be included as soon as possible, to enable the Minister to be given advanced notice thereof.

The Chairman closed the public meeting at 8.18 p.m.

The following items were considered in private the detail of which, having regard to data protection, matters affecting persons who cannot be named, etc., is not as extensive as that contained in minutes of matters discussed in public.

(2025/26:084) Minutes Recorded in Private:

Resolved: That, following a proposal by Mrs. Honey, seconded by Ms Cottam--Shea and agreed by 10 votes to 1, Mr. McGuinness voting against – Mr. Martin not voting as he was not a member at the time of the meeting, the Minutes of the Special Private Board Meeting held on 1st July, 2025, be confirmed and signed by the Chairman.

Matters for Information:

(2025/26:085) Action Tracker:

Resolved: To note the “Action Tracker” to 16th July, 2025.

Finance and General Purposes:

(2025/26:086) Town Clerk’s Report – NCAS Contract

Members considered the Town Clerk’s report dated 8th July, 2025, concerning the NCAS Contract, “Agreement for Northern Civic Amenity Site Operation Services” a copy of which was provided, between the Department of Infrastructure and the Commission by which the Commission will be the designated contractor for the operation of the Northern Civic Amenity Site for the period 1st April 2025 until 31st March 2026.

Resolved: That, following a proposal by Mr. McGuinness, seconded by Mrs. Honey, and agreed without division, the Agreement be sealed and signed on behalf of the Commission.

(2025/26:087) Town Clerk’s Report – Future of Operating NCAS:

Members discussed the Town Clerk’s report dated 25th June, 2025, concerning the future operation of the Civic Amenity Site. Numerous questions were put, including the possible implications of Environmental Protection Bill; recycling options; possible expansion of the site; liaison with the Energy from Waste facility; future staffing; parishes financial contributions.

Resolved: That, following a proposal by Mr. Oldham, seconded by Mrs. Honey and agreed by 11 votes to 1, Mr. McGuinness voting against, a special private board meeting be scheduled to discuss this matter.

(2025/26:088) Deputy Town Clerk's Report – Purchasing Policy Waiver:

Members considered the Deputy Town Clerk's report dated 12th July, 2025, seeking permission to waiver from the Commission's Purchasing Policy to enable a single quotation to be accepted for the provision of audio and lighting services for Ramsey Rocks.

Resolved: That following a proposal by Mr. McGuinness, seconded by Ms. Shimmin and agreed without division, permission be granted.

(2025/26:089) Finance Office's Report:

Resolved; to note the Finance Officer's private report dated 16th July, 2025, subject to the following:-

Aged Debtors – members were informed that Small Claims Court proceedings have been instigated against two aged debtors.

(2025/26:090) Technical Assistant's Report – Fixed Penalty Notice – Appeal:

Members considered the technical Assistant's report dated 9th July, 2025, advising of an appeal made against a fixed penalty notice issued in respect of a breach of the Town's Byelaws and the Litter Act 1972; with regard to the feeding of animals and birds. Appended to the report was a witness statement and an extract of the relevant legislation

Resolved: That following a proposal by Mr. McGuinness, seconded by Mr. Martin and agreed by 7 votes to 5, the fixed penalty stand. Mesdames Cottam-Shea, Johns-Garrett, Moss and Shimmin and Mr. Young voting against.

Housing and Property:

(2025/26:091) Minutes Housing Committee:

Resolved: To note and approve the minutes of the meeting of the Housing Committee held on 2nd July, 2025.

The meeting closed at 9.58 p.m.. giving a time of 3 hours for the payment of attendance allowances.

Chairman.

RAMSEY TOWN COMMISSIONERS
[PUBLIC]

A Special Board Meeting of the Ramsey Town Commissioners was held in the Boardroom of the Town Hall, Ramsey, on Wednesday, 30th July 2025, at 7.00p.m.

Present: Mr. A. J. Oldham, Mesdames W. S. Bruchal, S., Cottam-Shea, E. L. Honey, P. Johns-Garrett, S. M. Moss, E. S. Shimmin and M. M. J. Webb; Messrs. C. Martin, Revd Canon N. D. Greenwood, J. McGuinness and W. G. young

The Town Clerk and Deputy Town Clerk were in attendance.

Dr Michelle Haywood, Minister for the Department of Infrastructure. Officers from the Department of Infrastructure, Dr. A. J. Allinson and Mr. L L. Hooper, Members of the House of Keys for Ramsey were in attendance.

(2025/26:096)

West Quay Development

Following introductions Scott Duncan gave a presentation on the proposed West Quay development and flood defences.

Questions were answered by Mr. Duncan and other Officers from the DOI in respect of the presentation.

Mr. Duncan agreed to circulate the slide presentation to the Commissioners.

20 MPH Proposal

Dr. Haywood gave a presentation on the proposed 20 MPH speed limit. Dr. Haywood emphasized the Department's desire to receive feedback from the authority, individual members and the wider public to feed into the consultation.

Dr Haywood and officers answered questions from those in attendance in respect of the 20 MPH Scheme.

**Ramsey Town Commissioners –
Special Board Meeting 30th July, 2025, Continued:**

Other Matters

Dr Haywood advised that the Department would provide email answers to the other items on the agenda:

- Bus Services to/from Ramsey – specifically to the West in the evening
- Kerbs in Ramsey –
- Status of Swing Bridge repair
- Registration of Stone Bridge
- Northern Civic Amenity Site
Local Government Amendment Act
- Regeneration of Town Centre – contrast between the west end and east of
Parliament Street and surrounding roads – and tram station

The guests were thanked for their attendance and left the meeting at 8.30 p.m.

It was noted that the Commission had not yet discussed or discussed the 20 MPH speed limit so do not have an agreed response on this yet.

The meeting closed at 8.40 p.m. giving a time of one and two hours for the payment of attendance allowances.

Chairman.

RAMSEY TOWN COMMISSIONERS - ACTION TRACKER - PUBLIC

| Date started / Date of Resolution | Clause Number | Item | Current position | Last Action | Area | Last Update | Officer | Target Completion Date | Date Completed | RAG Status |
|-----------------------------------|---------------|--|---|---|------|-------------|---------|------------------------|----------------|------------|
| | | Adoption of Land Traie Twoaie. | The developer has a proposal to add parking spaces within the area delineated for public open space. As per minute 2019/20:197 TC to clarify the matter and progress. | TC met the developer on 11/3/22. He agreed to mark out the parking spaces and prepare the hand over of the site. TC chased 5/4/22 and 11/5/22, 30/5/22. The developer is to mark out the land after TT. Contacted 8/7/22, and 28/7/22, 5/9/22, 2/11/22 no response. Chased 11/1/23. TC proposes that the developer is left to cut the grass and maintain the area at his cost for 2023. Developer contacted our advocate proposing the POS is transferred (April 23). The car parking spaces are still not delineated, no further action to be taken until car parking spaces are delineated. ATC emailed developer again for update. | FGP | Dec-24 | TRKC | Sep-23 | | |
| Dec-21 | | Adoption of land at Auldyn Walk, Ramsey. | Petition approved by DOI Feb 2022, playground received planning approval 25/2/22. Legal transfer of land can only take place following completion of the playground. | All snagging works remain outstanding.. Work has commenced. Discussions with developer on going with regards to park standard etc. | FGP | Apr-25 | TC | Mar-25 | | |
| Jun-18 | | War Memorial (repair and renovation). | Memorial added to the Register of Protected Buildings 2021. TSM to meet the War Memorial committee representative to discuss cleaning of the memorial and future works 10/2/21. No costs have been included in the RTC 2022/23 budget. War memorial committee want minimal intervention and work on the memorial (it is about maintenance and not restoration). | Clean the memorial. Prepare project and costs for repairs to the memorial 2023/24 financial year. Drain survey undertaken 5/9/22; drains go to soakaways, one of which appears to be silted up. Waiting on mason names from War memorial committee for someone competent to work on monument | WD | Aug-25 | AF | Repairs 23/24 | | |
| May-22 | | Bus services. | DTC wrote to Bus Vannin 21/4/22 regarding TT bus service and evening bus services towards the west. TC wrote to the new DOI Minister June 22. Reply received from Bus Vannin reported to Board. | Bus Vannin advice that the TT service is likely to be same as TT 2023 with services at 22.01, 22.35 and 23.10. They are looking at operating an N6 but this has not been confirmed. Keep on tracker to follow up with DOI in future. No additional services during 2025. Town Clerk has written to Minister. | FGP | Jul-25 | SB | Apr-26 | | |
| Jul-22 | | Mooragh Park shelter public art. | Mooragh Park shelters. | EOI process underway for final shelters | PL | Aug-25 | SB | Jun-24 | | |
| Nov-22 | | Railway Line | Plots are being sold on the railway line. Awaiting quote from our advocate | Quotes received and forwarded to the potential purchasers. Now with the advocates. First sale complete. Letters need sending to other people who have occupied land not belonging to them. | | Jan-24 | BW | Jan-24 | | |

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RAMSEY TOWN COMMISSIONERS - ACTION TRACKER - PUBLIC

| Date started / Date of Resolution | Clause Number | Item | Current position | Last Action | Area | Last Update | Officer | Target Completion Date | Date Completed | RAG Status |
|-----------------------------------|---------------|--|---|---|--------|-------------|---------|------------------------|----------------|------------|
| Jul-23 | | Claughbane Public Open Space. | A report was presented to the board in September 2023 concerning the potential adoption of land as POS. Planning application approved. | Developer been pursued about this area alongside Auldryn Walk. | | Jul-25 | TC | Dec-24 | | |
| Jan-24 | | BMX track. | Understand how the club is structured and the plans for the course. | Interested parties asked for update of their intent. Consider options available and consider including a budget allowance for 2026/27 | PL | Aug-25 | AF | Dec-25 | | |
| Jul-24 | | Merger of Town Wards. | Request DOI to put forward a scheme under Section 9 of the Local Government Act 1982 to make a scheme to merge the current North and South Wards into one electoral district. | A public enquiry will be held in due course - after the local Authority General Election. This will now be after the by election. Follow up with DOI | FGP | Aug-25 | SB | Sep-25 | | |
| Jul-24 | | "Great Wave" Street Art - Old Swimming Pool. | Seek Expressions of Interest for Great Wave inspired art on west facing gable of Old Swimming Pool. | Awaiting outcome of application to DFE for Local Economy Fund grant. | PL | Aug-25 | SB | Jul-25 | | |
| Jul-24 | | Hearing Loop for Board Room. | Look at options for provision of hearing loop within Board Room. | bring to March meeting - none compatible hearing aids. Alternative option to be looked into. Communication with local charity for guidance. | HP | Aug-24 | AF | Dec-25 | | |
| Sep-24 | 24/25:128 | Sprintfest | 2026 event to held using same format. Include in 2026/27 budget. | Agreed in June 2025 to hold event on 2026 | PL | Jun-25 | SB | Jun-26 | | |
| Sep-24 | 24/25:148 | Station Road Car Park. | Installation of cooling units. Liaise with interested parties to resolve. | Meeting with leaseholder during w/c 21 July 2025 | FGP/WD | Jul-25 | SB | Mar-25 | | |
| Sep-24 | 24/25:149 | FO Report Aged Debtors. | Doubtful commercial debt. Seek independent legal advice about recovery and report to the October Board Meeting. | Request for opinions sent to Advocates. Included in October Finance Report. All appropriate contribution invoices now raised, but remain outstanding. Report on outstanding debt treatment prepared. Provision to be made against debt in 2025 accounts as part of NCAS accounting. | FGP | Aug-25 | NC | Oct-24 | | |
| Nov-24 | 24/25:190 | Area Plan North and East | Provide further report once further Cabinet Office response received | Cabinet Office Response now received -- subject to Special Board. | WD | 01/03/2025 | DF | Jan-25 | | |
| Nov-24 | 24/25:196 | Dog Fouling | Raise awareness and report on fines | Enquiries ongoing about options. Fixed Penalty set by Dog (Amendment) Act 2006 so would require a new Act to increase. Courts have option to fine up to £1,000 TA has prepared a report for the Board | FGP | Jun-25 | TC | Jan-25 | | |
| Nov-24 | 24/25:196 | Cigarette Litter | Illustrations around drain covers - seek permission from Department for those on highways | Enquiries with DOI being undertaken by Member. Identifying suitable materials locations to illustrate Looking for alternative areas to do e.g. Park Road and Mooragh access Road | WD | Jun-25 | BW | Feb-25 | | |

RAMSEY TOWN COMMISSIONERS - ACTION TRACKER - PUBLIC

| Date started / Date of Resolution | Clause Number | Item | Current position | Last Action | Area | Last Update | Officer | Target Completion Date | Date Completed | RAG Status |
|-----------------------------------|---------------|--|---|--|--------|-------------|---------|------------------------|----------------|------------|
| Jan-25 | 24/25:256 | Review of Re-Use | To ask NCAS to allow to year end | With new regulations around the disposal of electrical items the re-use is current being used as collection and storage points as they have to be stored in the dry. Reviewed not able to change at this moment. See 25/26:078 | WD | Aug-25 | DF/BW | Feb-25 | | |
| Feb-25 | 24/25:284 | Sprintfest Fan Zone and Vintage Club event | Attempt to obtain additional funding and enter into discussions with VMCC | View options for 2026 | PL | Feb-25 | SB | Jul-26 | | |
| | | | | Draft Policy received reviewed, and amendments needed Clarification sought from EHI inspectorate on application of different parts of various legislation. Documentation sent to Policy Committee as requested Second draft received - in review Sent to Lead & Deputy W&D for comments on review & setting of authorisation levels for cost and charges to owners | | | | | | |
| Mar-25 | 24/25:302 | Policy ruinous Buildings | Policy to be formatted | | Policy | Aug-25 | BW | May-25 | | |
| Mar-25 | 24/25:302 | Volunteer Policy | A volunteer Policy to be created | | Policy | Mar-25 | DF | Aug-25 | | |
| Mar-25 | 24/25:310 | S13 Ballachrink | Seek meeting with Developer regarding proposals for the area | | FGP | Mar-25 | DF | May-25 | | |
| Mar-25 | 24/25:311 | Loading Bay | Consult with business community regarding provision of loading bays | Survey to commence with Chamber of Commerce members | FGP | Jul-25 | SB | Aug-25 | | |
| Apr-25 | 24/25:341 | New Commissioners "On Boarding | Production of Handbook and Web Site Population | Two photographs pending | FGP | Jul-25 | SB | May-25 | | |
| Apr-25 | 24/25:342 | New Land Sculpture | "I Ramsey" sculpture | Survey to be undertaken. | PL | May-25 | SB/AF | Sep-25 | | |
| Apr-25 | 24/25:344 | Review of Recording of Minutes | Establish a Decision Table | Trailing Otter AI and format of table | FGP | Jun-25 | DF | 01/09/2025 | | |
| Apr-25 | 24/25:348 | Provision of Free Wi-Fi | Investigate costs for various locations | Investigate costs and report back to Board | FGP | May-25 | SB | Sep-25 | | |
| May-25 | 25/26:022 | Car Parking Residents' Rates | Request to consider residents' rates | Refer to policy Committee | Policy | Jun-25 | DF | | | |
| May-25 | 25/26:023 | Hedges | Problem overgrown hedge | Action taken by property owner | WD | Jul-25 | BW | Jul-25 | Jul-25 | |
| May-25 | 25/26:025 | Anti-Dog Fouling Campaign | Options for Campaign agreed | Ongoing | WD | Aug-25 | GK | Aug-25 | | |
| May-25 | 25/26:031 | Family Library | Meeting to organised with LM and DLM with northern local authorities. | Meeting date to be set | PL | Jul-25 | SB | Aug-25 | | |
| Jun-25 | 25/26:042 | Action Tracker Bus Services | Concern at level of services TT week etc. | Minister written to conveying concern. | FGP | Jul-25 | DF | Jul-25 | Jul-25 | |
| Jun-25 | 25/26:042 | Action Tracker Bags for Life | Assess costs and purchase if acceptable | | PL | Jul-25 | SB | Sep-25 | | |
| Jun-25 | 25/26:048 | Leighney Field | Seek information from Ramsey AFC | Ongoing correspondence between TC and Club | PL | Jul-25 | DF | Jul-25 | | |
| Jun-25 | 25/26:051 | Community Garden | Site identified | Compiling documents for interested parties - documents sent Aug 25 | PL | Aug-25 | BW | Jul-25 | | |
| Jun-25 | 25/26:055 | Redundant Telephone Kiosk | Pending installation of defibrillator | Liaison with League of Friends / Craigs Heart Start | FGP | Jul-25 | SB | Nov-25 | | |
| Jul-25 | 25/26:071 | Environmental Projection | Bill yet to progress - progress report on implications | Note consultation | FGP/WD | Jul-25 | DF | | | |

RAMSEY TOWN COMMISSIONERS - ACTION TRACKER - PUBLIC

| Date started / Date of Resolution | Clause Number | Item | Current position | Last Action | Area | Last Update | Officer | Target Completion Date | Date Completed | RAG Status |
|-----------------------------------|---------------|-------------------------------|---|--|------|-------------|---------|------------------------|----------------|------------|
| Jul-25 | 25/26:073 | Street Traders Rumblin Tum | Agreement in principle to licence | Other areas to be considered by applicant. | FPB | Aug-25 | SB | | | |
| Jul-25 | 25/26:076 | Social Housing | Draft Strategy and budgetary reports Lead Member for Housing with HPM; Publish strategy. Strategy development ongoing | Approval of Notice of Motion | HPE | Aug-25 | AF | Dec-25 | | |
| Jul-25 | 25/26:077 | Art Trail | agreement to set up an Art Trail | Work has commenced with a local supplier regarding the development of the Art Trail on an App which is being developed. | PL | Aug-25 | SB | | | |
| Jul-25 | 25/26:078 | Re-Evaluation Re-use Facility | Agreement in principle to re-opening - further reports to be presented on financial implications | Approval of Notice of Motion | WD | Jul-25 | DF | | | |
| Jul-25 | 25/26:081 | Clearing Foreshores | Agreement in principle to clearing | obtain approval Harbours Division Department of infrastructure - aim to have clear if approved prior to nesting season Works undertake a clean of the south beach every year following storms and before nesting season anyway. We rake the beach to remove debris. | PL | Aug-25 | BW | Jan-26 | | |
| | | | | | | | | | | |

| | Property Address | Ruinous Register Entry Date | Commission's correspondence dates | Owner's correspondence dates | Stage | Letters of notices dates (if given) |
|--|-----------------------------------|-----------------------------|--|------------------------------|-------|--|
| | 9 Auckland Lane | 2019 | 27/02/2025 | | | |
| | Water Street Boundary Wall | 2018 | 27/02/2025 | | | |
| | Britannia Hotel | 2019 | | | | |
| | Seymour House - Ballure Road | 2018 | 07/05/2025 | 16/05/2024 | | 04/05/2021 28/10/2022 27/02/2023 |
| | The Poplars - Bircham Ave, Ramsey | 2019 | 13/12/2022 | | | |
| | 4 Hespera Terrace | 2020 | | | | |
| | 3 West Quay | 2021 | | | | |
| | 13 Water Street | 2021 | 27/02/2025 12/05/2025 | | | |
| | 15 Water Street | 2021 | 27/02/2025 | | | |
| | 17 Water Street | 2021 | | | | |
| | Old Odra Building Tower road | 2021 | | | | |
| | Stanley Public House | 2021 | | | | |
| | 3 Cowell's Terrace | 2018 | 13/08/2024 | | | 01/05/2024 |
| | | | | 16/08/2024 | | |
| | | | 14/11/2024 | | | |
| | | | | 06/01/2025 | | |
| | | | 06/01/2025 17/01/2025 30/07/2025 | | | |
| | | | | | | |
| | Railway Line | 2022 | | | | |
| | Coffee Pot | 2022 | 30/09/2022 | | | |
| | Sub-station - Tower Street | 2022 | | | | |
| | 21 Bowring Road | 2023 | 04/03/2024 | | | |
| | | | | 04/03/2024 | | |
| | | | 24/01/2025 | | | |
| | | | | 24/01/2025 | | |
| | | | 27/01/2025 | | | |
| | | | | 27/01/2025 | | |
| | | | 13/02/2025 | | | |
| | | | | 13/02/2025 | | |
| | | | | Mar-25 | | |
| | | | | 01/08/2025 | | |
| | 2 Albion Terrace, Lezayre Road | 2023 | 04/12/2023 | | | |
| | Barry Curran's West Quay | 2024 | 21/08/2024 | | | |
| | | | | 21/08/2024 | | |
| | | | 23/01/2025 | | | |
| | | | 24/01/2025 | | | |
| | | | 04/02/2025 | | | |
| | 5 Marine Gardens | 2024 | | | | |
| | 4 Albert Street | 2023 | 25/03/2025 | | | |
| | | | | | | |
| | 5 College Street | 2019 | | | | |
| | Cannon Court | | 27/08/2024 | | | |

| | Property Address | Ruinous Register Entry Date | Commission's correspondence dates | Owner's correspondence dates | Stage | Letters of notices dates (if given) |
|--|--|-----------------------------|-----------------------------------|------------------------------|-------|-------------------------------------|
| | | 2022 | | 28/08/2024 | | |
| | | | | | | |
| | Cooil-Ny-Marrey Waterloo Road | Oct-24 | | | | |
| | Auldyn House - 22 Parliament St, 6 West Quay & 24 Parliament St (Tide & Jewel Box) | 2019 | 20/01/2025 | | | |
| | | | | 22/01/2025 | | |
| | | | 14/02/2025 | | | |
| | | | | Feb-25 | | |
| | | | | 23/04/2025 | | |
| | The Groom, Bride Road | 2025 | 12/02/2025 | | | |
| | | | | | | Mar-25 |
| | | | | 22/05/2025 | | |
| | | | 27/05/2025 | | | |
| | Old River Road Depot | 2025 | 18/02/2025 | | | |
| | Lloyds Bank | May-25 | | | | |
| | Barclays Bank | May-25 | | | | |
| | 6 Ash Grove | Jun-25 | 24/06/2025 | | | |
| | 2-4 Ash Grove | Jun-25 | 23/06/2025 | | | |
| | | | | 27/06/2025 | | |
| | | | | | | |
| | St Olaves, Bowring Rd | Jun-25 | 25/06/2025 | | | |
| | 48 Ormly Road | Jun-25 | 23/07/2025 | | | |
| | 70 Ormly Estate | Jun-25 | 23/07/2025 | | | |
| | | | | 28/07/2025 | | |
| | 19 West Quay | Jul-25 | 22/07/2025 | | | |
| | Tutti Fruitii | Jul-25 | 24/07/2025 | | | |
| | | | | 29/07/2025 | | |

**RAMSEY TOWN COMMISSIONERS
POLICY COMMITTEE
[PUBLIC]**

Minutes of a meeting of the Policy Committee Ramsey Town Commissioners held in the Chairman's Room at the Town Hall, Ramsey, on 31st July 2025 at 2.30 p.m.

Present: Mesdames S., Cottam-Shea and E. S. Shimmin and Mr. J. McGuinness,

The Town Clerk and Deputy Town Clerk were in attendance.

The Policy Committee is constituted under Standing Order 3 (5) as outlined below:

The Policy Committee shall be a properly constituted Committee of the Board and having regard to Clause (3)(a-f) the following members shall constitute such Committee: The Lead Member for Finance, General Purposes and Establishment, the Lead Member for Parks and Leisure, the Lead Member for Works and Development and, the Lead Member for Housing and Property.

*The Committee shall meet at least once per quarter and may may invite other Members or officers to attend meetings as considered appropriate.
The remit of the Policy Committee shall be:*

(a) Considering and formulating policy and long term strategy, for presentation to the Board for discussion, and for subsequently ensuring such policy and long term strategy that is approved by the Board is implemented.

(b) Advising the Lead Member for Finance to assist with his /her consideration of the amount of rate to be levied in such financial year, in order to meet contemplated expenditure.

Mr. McGuinness welcomed everyone to the meeting and gave some background for those in attendance and highlighted that Policy Committee had slipped away from its intended purpose of setting policy.

Adoption of Policies

Members considered the following policies which had been circulated prior to the meeting.

*Code of Conduct
Whistleblowing
Corporate Governance*

The Committee asked these policies should presented to the full board with a recommendation that they be adopted.

Ramsey Town Commissioners – Policy Committee
Meeting held 31st July 2025, Public Continued:

Strategic Plan

The Policy Committee then considered the *Strategic Plan* which had been circulated prior to the meeting.

It was agreed that there was a need for the Strategic Plan to be precise and reviewed annually to ensure it remains relevant and effective. The plan should be considered a “living document” which is updated regularly to reflect changes. It was noted that the plan should be aligned to the budget and decisions around the budget to ensure appropriate allocation of funding.

Separating success measures into a separate document will allow of easier review and comparison.

The Policy Committee approved the Strategic Plan and asked that it be presented to the board for adoption.

Budget

A discussion around budget setting and covered the following areas:

- distinguishing between day to day operational and project budgeting with project based budgeting
- the need for financial planning and budgeting aligning to the Strategic Plan to ensure resources are used efficiently and transparently
- implementation of new systems and processes with better collaboration will provide better control and visibility of funds
- Improved communications around the process with all stakeholders

It was agreed that there should be a budget focussed Policy Committee meeting before commencement of the budget setting process.

Brownfield Sites

Following a background discussion on this matter it was agreed this should be held for six months until housing strategy been completed and there was clarity on the Commission's needs.

Future Policies

Committee discussed and agreed the need for the development of policies in respect of Communications, Asset Management/Replacement, Maintenance and Management of Public Spaces and Events.

Ramsey Town Commissioners – Policy Committee
Meeting held 31st July 2025, Public Continued:

The meeting closed at 5:30 p.m. giving a time of 3 hours for the payment of attendance allowances.

Chairman.



CODE OF CONDUCT
POLICY AND PROCEDURE

| Version | Date | Author | Notes |
|----------------|-------------|---------------|---------------------------|
| 1 | 31Jul 25 | DF | Policy Committee Approval |
| | | | |
| | | | |
| | | | |
| | | | |

Information

Every person who works within or is a political member of Ramsey Town Commissioners (RTC) (The Authority) is a representative of that Authority. They should be expected to conduct themselves in a manner which upholds the reputation of the authority and maintains public confidence. In addition, partner-organisation representatives carrying out associated business in conjunction with RTC are expected to adhere to this policy.

Internally, the Authority seeks to provide a Psychologically Safe workplace, where it is safe to learn, safe to have a voice, safe to contribute and safe to challenge. Conversely, enabling the public to feel similarly safe with their public servants and representation is an important element in maintaining public reputation

The Authority's policy applies to all staff working within the organisation. It extends to include non-permanent workers such as contractors, agency, temporary staff, and any other workers. The policy, in addition, covers the behaviour of staff outside working hours which may impact upon work or working relationships. Members of the Board must also be wholly cognisant of the principles of this policy and procedure document in their dealings with the public, each other, and staff of the Commission.

Policy

RTC will maintain that the Department of Infrastructure Corporate Governance Principles and Code of Conduct: Local Authorities (Part 2) Code of Conduct for Local Authority Members and Officers, and Employees Code of Conduct will be a key guidance document in respect of required standards of conduct in public life.

All Members and staff will be cognisant of the Nolan Principles of Standards in Public life, namely:

selflessness;

integrity;

objectivity;

accountability;

openness;

honesty;

leadership

Adherence to the principles RTC Standing Orders is essential, especially in respect of matters such as registration and notification of interests, and improper conduct is critically important in the maintenance of standards

Further, Members and Officers will conduct business in a manner compatible with that which is set out in law, namely the Local Government Act 1985, as amended.

In order to maintain good conduct, all who are so guided by this policy should be aware of associated RTC Policy including but not limited to:

Disciplinary Policy

Whistleblowing

Bullying and Harassment

Equality



WHISTLEBLOWING POLICY AND PROCEDURE

| Version | Date | Author | Notes |
|---------|----------|--------|---------------------------|
| 1 | 31Jul 25 | DF | Policy Committee Approval |
| | | | |
| | | | |
| | | | |
| | | | |

Information

Every person who works within or is a political member of Ramsey Town Commissioners (RTC) (The Authority) should be able to come to work, or to meetings without fear of harassment, intimidation or bullying. The Authority seeks to provide a Psychologically Safe workplace, where it is safe to learn, safe to have a voice, safe to contribute and safe to challenge.

Everyone in the Authority has a responsibility to maintain good working relationships and not use words or deeds that may harm the wellbeing of others. In addition to the obligations placed upon both employers and employees by Equality and Human Rights legislation, everyone has the right to be treated with consideration, fairness, dignity and respect. This contributes to that workplace climate in which individuals feel safe and can work effectively competently and confidently.

Beyond this are the wider matters of public duty and public service. The Nolan Principles of Public Life set out expectations clearly.

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour and treat others with respect. They should actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.

Further, whilst not on statute in the Isle of Man, the principles of Misconduct in a Public Office are an important benchmark. Misconduct in this context concerns serious wilful abuse or neglect of the power or responsibilities of the public office held.

The Authority's policy applies to all staff working within the organisation. It extends to include non-permanent workers such as contractors, agency, temporary staff, and any other workers. The policy, in addition, covers the behaviour of staff outside working hours which may impact upon work or working relationships. Members of the Board should also be wholly cognisant of the principles of this policy and procedure document in their dealings with each other, and staff of the Commission. In the context of this policy and procedure, the principles may extend to others who have worked for the organisation in any of the above contexts.

The concept of 'whistleblowing' has led to some of the most important reforms in organisations where dishonesty and malpractice have impacted upon both service and reputation. A Whistleblower is best viewed as a witness who is putting the organisation on notice of risk, rather than as a complainant. Whistleblowing is an aspect of good citizenship where the employee is speaking up for, and on behalf of, people who are at risk, but who may be unaware of it, and so unable to do anything to protect themselves.

Policy

Ramsey Town Commissioners values its employees and seeks to support an environment promoting the three fundamental principles of corporate governance: openness, integrity and accountability.

Employees are often the first people to witness any type of wrongdoing within an organisation. The information that employees may uncover could prevent wrongdoing, which may damage Ramsey Town Commissioners' reputation and/or performance and could even save people from harm.

Employees are strongly encouraged to raise concerns which fall within the scope of this policy, rather than remain silent. Their reported concerns will be taken seriously, and treated with unconditional positive regard.

The following principles underpin the policy of the Authority. The Authority will;

1. set out a clear Whistleblowing Policy and keep it up to date,
2. make sure all members of staff are aware of their responsibilities to adhere strictly to this policy at all times,

3. ensure all staff are aware of (and trained) in the requirements of this policy,
4. encourage staff to be vigilant and to report any suspicions of wrongdoing,
5. provide staff with suitable channels of communication and ensure sensitive information is treated properly,
6. rigorously investigate instances of alleged wrongdoing,
7. assist Police and other appropriate authorities in any resultant prosecution,
8. take appropriate action against any employees involved in wrongdoing,
9. ensure that employees who Whistleblow based on reasonable belief are not victimised and that any instances of victimisation are taken seriously,
10. take all reasonable steps to maintain the confidentiality of the Whistleblower (where requested), unless required by law to break confidentiality or where it is not practical to do so,
11. treat all protected disclosures consistently and fairly and avoid unlawfully discriminating against people with protected characteristics,
12. ensure that any opportunities to improve practices and outcomes in future are taken,
13. ensure that the Whistleblower is kept informed as far as possible throughout the process,
14. ensure that the Whistleblower will be notified of the outcome of the investigation,
15. ensure that these commitments are followed, and that procedures exist (e.g. discipline) to deal with any cases where they are not.

This policy does not replace nor take primacy in cases where behaviour is of a criminal nature. If it is suspected that the behaviour reaches this threshold the complainant will be supported in making the necessary report to the Police.

Nothing in this policy overrides statutory rights. In particular, the provisions of Part IV of the Employment Act 2006 which affords protection against detriment and dismissal to an employee who makes a protected disclosure.

Ramsey Town Commissioners may be held legally responsible for any detriment suffered by a whistleblower as a result of actions taken by:

Another employee, or

An agent acting on behalf of the Commissioners (e.g. contractors or consultants),

where such actions are taken because the individual made a protected disclosure.

Ramsey Town Commissioners will take all reasonable steps to prevent such conduct, including:

Providing training to staff and agents on whistleblower protections,

Investigating any allegations of detriment thoroughly and impartially,

Taking disciplinary or contractual action against those found to have caused detriment,

Ensuring whistleblowers are supported and protected throughout the process.

Any employee or agent found to have subjected a whistleblower to detriment may face disciplinary action.

For any disclosure to qualify for statutory protection it must be made to the persons or bodies prescribed either in the Act or included within the Public Interest Disclosure (Prescribed Persons) Order 2025.

These rights and protections are not affected if there is a signed conciliated settlement agreement with the Manx Industrial Relations Service.

All procedures arising from this policy will be subject to the provisions of the Data Protection Act 2018. Disclosure of information by an employee is not a qualifying disclosure if in making it he or she commits an offence (e.g. if the disclosure is prohibited under official secrets legislation).

This policy and procedure will be reviewed periodically giving due consideration to legislative changes.

PROCEDURE

Definitions:

Whistleblower

A Whistleblower may be defined as;

A worker who reports certain types of wrong-doing. This will usually be something they have seen at work although this is not confined. For example, the conduct or behaviour of an employee or member outside of work may give rise to concern as to their ability to do their job or hold their office

Whistleblowers are protected by law and should not lose their job or be treated unfairly as a result of their actions.

Disclosure

A disclosure may be defined as;

Concerns or issues disclosed under the following categories, but should not be seen as exhaustive;

- a criminal offence,
- the breach of a legal obligation,
- a miscarriage of justice,
- a danger to the health or safety of any individual or individuals,
- damage to the environment,
- deliberate covering up of information tending to show any of the above matters.

Examples of protected disclosures include;

- fraud,
- financial mismanagement or corruption,
- physical or emotional abuse of individuals
- health and safety issues concerning the workplace that puts the safety of workers or visitors at risk,
- breaches of legislation,
- damage to the environment,
- a breach of Financial Regulations,
- payments in exchange for awarding contracts and/or offering, taking or soliciting bribes,
- concealment of any of the above.

Remember this list is not exhaustive. If the proposed disclosure does not match any of the above, then other options including grievance procedures and the Complaints Policy are available.

Reasonable belief

When making a disclosure, there must be a reasonable belief that the information shows that one or more of the offences or breaches listed above are happening now, took place in the past, or are likely to happen in the future.

At this stage, the belief does not need to be correct, but it must show that the belief was held, and that it was reasonable in the circumstances at the time of disclosure.

It is important to demarcate between belief, and mere suspicion. The latter might best be described as a hunch, or inkling. Belief is more founded in clear circumstantial fact, which warrants further investigation from a sound baseline.

To qualify as protected, a whistleblower must have sufficient factual information to be able to show one or more of the matters listed above. The more information provided in a disclosure, the better.

It is important to understand that there is a PUBLIC INTEREST test applied to instances of whistleblowing. Instances must be clearly a matter of public concern rather than narrow issues, for example related to a breach of employment contract.

PROTECTION AGAINST DETRIMENT AND DISMISSAL

There are different protections depending on whether a whistleblower is an employee or a worker.

An employee is a person who works for an employer under a contract between them, called a 'contract of employment' (which may, but need not, be in writing: it may be agreed orally or simply implied by the nature of the relationship). A contract of employment is defined as 'a contract of service or apprenticeship'.

A worker is someone who typically does casual, intermittent or freelance work. It also covers most employment agency workers.

Detriment

The Employment Act, 2006 protects employees and workers from detriment for making or proposing to make a protected disclosure.

Detriment can take a number of forms, including denial of promotion, being disciplined, being allocated unpopular duties, receiving a poor appraisal, being relocated or receiving a bad or no reference. Workers can bring a complaint under Part V of the Employment Act 2006 ('detriment').

Dismissal

Where an employee is dismissed for making a protected disclosure, they may make a claim for unfair dismissal under Part X of the Employment Act 2006.

Where the reason for the dismissal (or, if more than one, the principal reason for dismissal) is that the employee made a protected disclosure the dismissal will be automatically unfair. Where the contract of a worker who is not an employee is terminated for making a protected disclosure, their recourse is to bring a complaint of detriment under Part V of the Employment Act 2006.

Employees who believe they have been unfairly dismissed for making a protected disclosure may apply to the Employment and Equality Tribunal for interim relief.

If the Tribunal considers there is a strong likelihood that the claim will succeed, it may order that:

The employee is reinstated to their former position, or

The employee continues to receive full pay from Ramsey Town Commissioners while the case is being heard.

This provision is designed to protect whistleblowers from financial hardship and ensure fairness during the legal process

Employees seeking interim relief should act promptly, as applications must be made within 7 days of the effective date of dismissal.

Anonymous disclosures

RTC believe in a workplace where it is safe to challenge and to have a voice. In addition, as protection for Whistleblowers raising a genuine concern are protected in law, it is considered desirable that names are disclosed. However, there may be special or unusual circumstances where a Whistleblower considers it necessary to make an anonymous disclosure.

Anonymous disclosures can at times be more difficult to investigate as there is no option to seek further information direct from the source. It can also be difficult to update. This must not however discourage individuals from making an anonymous disclosure if they feel that this is the best course. The disclosure will be given the same consideration regardless of whether or not a name is provided.

Confidentiality

Where a Whistleblower identifies themselves this will be kept confidential, if so requested, for as long as possible, provided that this is compatible with a proper investigation.

To make sure of protection and maintenance of confidentiality, any whistleblowing disclosure will be handled in a sensitive and confidential manner - reprisals will not be tolerated.

There may however be occasions where identity has been provided and there is an overriding reason why it should be disclosed. An example could be about a civil or criminal offence as the person the disclosure is made to has a duty to report it. Where there is such an overriding reason, this will be discussed before any further action is taken.

If the evidence supplied is required for a disciplinary hearing or police investigation, then the Whistleblower will be advised and supported accordingly. Where possible witness statements may be anonymised.

Action taken because of a disclosure may lead to the identity of a Whistleblower being revealed, either by inference or as required by the demands of legal or disciplinary proceedings or in accordance with the Data Protection Act 2018 (such as via a data subject access request).

If a disclosure is made in confidence under this policy and there has been a request to protect an identity, every effort will be made to do so. However, due to the nature of the investigation process it may be vital to proceedings that a statement is required to be included in evidence. At this point, confidentiality of identity cannot be guaranteed.

Privacy Notice

Ramsey Town Commission is a Controller for the purposes of the 2018 Data Protection legislation and will request and retain relevant information in order to investigate any issue raised through this procedure. This information will not be shared with any other organisation without consent.

To investigate the matter fully it may be necessary to divulge information to other Commission staff. This will only be done if absolutely necessary.

The Commission's Privacy Notice may be viewed on the website here <https://www.ramsey.gov.im/media/1357/rtc-privacy-policy-17-april-2019.pdf> A hard copy can be made available

The Commission's Data Protection Officer can be contacted by email enquiries@rtc.gov.im or by telephone on 810100.

MAKING A DISCLOSURE

This part of the Whistleblowing Policy explains the stages to follow when making a protected disclosure.

The decision to report a concern is not an easy one to make, not least because of the fear of reprisal from those being reported or other colleagues.

Ramsey Town Commissioners will not tolerate harassment or victimisation by members of staff and will take appropriate action, including the application of disciplinary procedures, to protect those who make a disclosure in good faith.

Support

Concerns could be discussed with a work colleague who may also have knowledge of the matters to be raised. Joint disclosure can be an option. The earlier concerns are expressed, the easier it will be to take action.

At all stages of the procedure, Whistleblowers, if they so wish, can be accompanied by a trade union/staff association representative or a work colleague.

Support is also available from external bodies;

The **Manx Industrial Relations Service** (MIRS) is an independent and impartial service which is available free of charge to any individual or organisation. MIRS can be contacted by telephone on 672942 or by email at IRO@Mirs.org.im. Any discussions held with MIRS are confidential. Any worker who contacts MIRS should bear in mind the distinction between seeking information about the relevant provisions of the Employment Act 2006, and the requirements attached to making a protected disclosure.

“Protect”. This is a UK independent charitable body. This organisation operates a helpline and can be contacted by telephone on 020 3117 2520 or by email at Whistle@protectadvice.org.uk. Protect will give free, independent, confidential advice at any stage of the process, but may not be familiar with Isle of Man legislation or our Governmental system. Information given to a helpline will not constitute legal notification to the organisation. Their website is <https://protect-advice.org.uk>

Members of a trade union or staff association can also contact local representatives.

Reporting Concerns

In the first instance, Whistleblowers are encouraged to raise concerns with their line manager. If this is not an option they are comfortable with then concerns should be reported to one of the following people or bodies:-

- a) the Town Clerk,
- b) Deputy Town Clerk,
- c) the Chairman of Ramsey Town Commissioners,
- d) The Public Services Commission (Tel. 685725) or email to Complaints.PSC@gov.im ,
- e) A prescribed person: Public Interest Disclosure (Prescribed Persons) Order 2025.

If the concern involves the Town Clerk or Deputy Town Clerk, then the report can be made to any of the persons described at parts (c) to (e) above. If it is preferred to raise the matters with someone outside of Ramsey Town Commissioners then these are also appropriate points of contact.

Describing Concerns

A concern which is reported must relate to

- a criminal offence,
- a failure to comply with legal obligations,
- a miscarriage of justice,
- health and safety failures,
- environmental damage or,
- concealing information about any of these matters.

If unsure whether concerns relate to the matters described above, judgment should be exercised as to whether to take action. Outside of the above, it may not be regarded as a protected disclosure.

Concerns can be raised verbally or in writing and as much information as possible should be given, including:

1. the background and general information about the concern,
2. the name(s) of the individual(s) involved,
3. details of dates and places where the events that have led, or are likely to have led to the concern,
4. the reasons why there are concerns about making the disclosure.

There is a need to show to the person contacted that there are grounds for concern, but it is not expected to prove the truth of an allegation.

Wherever possible, factual information should be provided in the disclosure. For example; *'I have witnessed the finance manager, John Doe, altering financial reports on March 5th to hide losses'*, rather than a general or broad allegation like *'The finance department is involved in fraudulent activities.'* This will help the receiver of the report to take appropriate action.

Next Steps

The receiver will take ownership of, and manage the concern through this process. If this is not possible, they will arrange for another appropriate person to do so. The person who manages the concern is referred to as the 'Designated Manager'.

The Designated Manager will arrange an initial confidential discussion to discuss the matter as soon as possible. This may be in person, by video conferencing or by telephone.

It is at this stage the Whistleblower will be asked if they are content for their identity to be disclosed during the investigation and if not, they will be advised of the confidentiality provisions of this policy and be reassured about protection from possible reprisals or victimisation.

In either case, a brief summary of the interview will be recorded, which will be agreed by both parties and a copy provided.

Investigation

Any investigation will be undertaken by suitably trained investigators who have had no prior involvement in the case. The action taken will depend upon the nature of the concern and may:

- a) be investigated internally by management,
- b) be referred for specialist advice (e.g. to the Attorney General's Office),
- c) be referred to the Police,
- d) be referred to the Department of Infrastructure,
- e) form the subject of an independent investigation,
- f) be subject to any combination of the above.

Progress Reports

The Designated Manager will write;

- a) within 10 days to formally acknowledge that the disclosure has been received,
- b) indicate how the matter will be dealt with,
- c) advise prior to any initial enquiries being made,
- d) advise whether further investigations are likely to take place and if not, why not,

- e) give an estimate of how long it will take to formulate a final response, and a commitment to provide progress updates on at least a monthly basis.

The Designated Manager will take steps to help minimise any difficulties which may be experienced as a result of raising a concern.

If an investigation leads to criminal or civil proceedings, any information or evidence gathered as part of the investigation, even if it is not subsequently used in the proceedings, may be disclosed as part of the legal obligations of the parties, unless protection is available due to public interest, or other such protection by way of a In the case of being required to give evidence in criminal or disciplinary proceedings, the Designated Manager will arrange advice about such procedures.

Outcome of Formal Procedure

Where an investigation has taken place, the Designated Manager will arrange for an investigation report that:

- a) outlines the complaint,
- b) details the investigation process,
- c) gives the outcome of the investigation,
- d) details recommendations where appropriate.

The report will be referred to the Town Clerk and/or the Ramsey Town Commissioners Establishment Committee/Board to consider and determine what further action is required. Should the outcome result in a disciplinary allegation, the report will be referred to any subsequent and separate disciplinary investigation.

Whilst the Whistleblower will not be given a copy of the full investigation report, their input must be valued and respected and they must be kept as fully informed as possible. Therefore, subject to any legal or other constraints, they will be informed about the investigation and its outcome. However, should the outcome lead to disciplinary proceedings they will not be informed about a disciplinary process in respect of another employee.

Where concerns are not confirmed

If concerns are made with reasonable belief but cannot be confirmed by an investigation, no action will be taken against the Whistleblower.

However, a matter was raised that was known to be false and/or where it is suspected that there has been commission of or an attempt to commit a criminal offence contrary to the Employment Act 2006, the Official Secrets Act 1911 (an Act of Parliament) or the Bribery Act 2013, appropriate action may be taken.

Dissatisfaction with the outcome

If dissatisfied with the outcome, a serving employee or worker can raise a Grievance using the appropriate procedure as per their terms and conditions of employment, or any other relevant complaints procedure.

Those who are not current employees or workers can raise a complaint with the Tynwald Commissioner for Administration.

Normalising the Work Situation Following a Whistleblowing Investigation

At this point, consideration must be given to how the parties may be reconciled to work together effectively in future. Options to assist resolution include Mediation or facilitated meetings with Ramsey Town Commissioners HR consultants to ensure that professional working relationships can be restored.



CORPORATE GOVERNANCE POLICY

| Version | Date | Author | Notes |
|---------|----------|--------|---------------------------|
| 1 | 31Jul 25 | DF | Policy Committee Approval |
| | | | |
| | | | |
| | | | |
| | | | |

Information

Corporate governance refers to the framework of rules, relationships, systems, and processes within and by which an organisation is directed, controlled, and held to account. For Ramsey Town Commissioners, strong corporate governance is essential to ensuring that public resources are used effectively, decisions are made transparently, and the organisation operates with integrity and accountability.

The purpose of this Corporate Governance Policy is to formalise the principles and practices that guide the governance of Ramsey Town Commissioners. It promotes high standards of leadership, ethical behaviour, and sound decision-making, all of which underpin public trust and confidence in local government.

Good governance enables the Commissioners to:

- Deliver services that meet the needs of the community;
- Ensure public funds are managed responsibly and transparently;
- Comply with legal and regulatory obligations;
- Make informed and balanced decisions in the public interest;
- Foster a culture of accountability, openness, and continuous improvement.

By embedding these principles into all aspects of its operations, Ramsey Town Commissioners aim to demonstrate exemplary public stewardship and uphold the values expected of a local authority serving the Isle of Man.

In respect of the standards demonstrated by Members and Staff in executing this governance, The Nolan Principles of Public Life set out expectations clearly.

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour and treat others with respect. They should actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.

Policy

1. Introduction

This policy outlines the corporate governance framework for Ramsey Town Commissioners (RTC), ensuring adherence to the overarching principles as set out in the Isle of Man Government's Corporate Governance Principles and Code of Conduct. It aims to promote transparency, accountability, and integrity in all operations.

2. Governance Structure

- **Board Composition:** The Board comprises a Chairman and 11 Commissioners, meeting monthly to oversee strategic, policy, financial, and operational matters.
- **Roles and Responsibilities:**
 - **Board:** Sets strategic direction, approves policies, and ensures effective governance.
 - **Responsible Financial Officer (RFO):** Implements and maintains systems of internal control and corporate governance, ensuring compliance with legislation and safeguarding public funds.
 - **Town Clerk:** Exercises oversight and compiles annual report.

3. Core Principles

- **Openness:** Decisions and actions are conducted transparently, with information made accessible to the public, respecting confidentiality where necessary. Wherever possible, the principles of decision modelling should be utilised and recorded in writing.
- **Integrity:** Commissioners and staff act with honesty and uphold the highest ethical standards and have due cognisance of the Nolan Principles
- **Accountability:** Clear lines of responsibility are established, with mechanisms to hold individuals and the organisation accountable for their actions.

4. Areas of review for Corporate Governance:

The following five areas are set out as the aspects of function of the commission. The scope of these areas can be found in the Local Government Handbook noted earlier.

- a. **Community Focus.**
- b. **Performance Management**
- c. **Structures and Processes**
- d. **Risk Management and Internal Control**
 - **Risk Assessment:** Regular identification and evaluation of risks will be made to manage them effectively.
 - **Internal Controls:** Systems will be put in place to ensure compliance with laws and regulations, financial integrity, and the efficient use of resources.
 - **Review and Assurance:** The effectiveness of internal controls will be assessed continuously, with oversight from both internal and external auditors.
- e. **Standards of Conduct**
 - **Code of Conduct:** Commissioners and staff adhere to a code that emphasises ethical behaviour, respect, and professionalism.
 - **Conflict of Interest:** Procedures are established to identify, disclose, and manage potential conflicts of interest as prescribed by the Local Government Act.

5. Performance and Accountability

- **Annual Governance Statement:** An annual statement will be prepared for the first meeting after the Annual General Meeting, reflecting the Commissioners' commitment to good governance and accountability.
- **Continuous Improvement:** Policies and procedures will be regularly reviewed and updated to enhance governance practices.

6. Policy Review

This Corporate Governance Policy is reviewed Annually to ensure its effectiveness and alignment with best practices and legislative requirements.



Ramsey Town Commissioners

Strategic Plan

| Version | Date | Author | Notes |
|----------------|-----------------|---------------|----------------------------------|
| 1 | 31Jul 25 | DF | Policy Committee Approval |
| | | | |
| | | | |
| | | | |
| | | | |

This plan sets out the direction of Ramsey Town Commissioners' for the next five years. From the outset, it is important to determine what strategy is, and how it differs from policy. The latter is very much the political assertion of the Commission – what will, or will not happen. Policy is the setting of the objectives. The strategy is the high-level steps that will be taken in order to achieve them.

It is important to know what success looks like. To assist with this, a number of benchmarks are included, which will provide indicators of progress.

Vision

The vision of an organisation should be something which helps it have direction. It may be aspirational, but one that can be worked towards. The vision for Ramsey Town Commissioners is;

To be an exemplar of excellent public services to the townspeople and visitors of Ramsey, supporting a high quality of life and business.

Mission

A mission statement should focus all those involved in the quest of the vision in the direction to be taken. It should be able to be framed as a question, so that anyone can ask "If I do this, will it contribute to the mission?" Ramsey Town Commissioner's Mission is;

Making Ramsey a better place to live, work and enjoy

Values

Organisational values are important as it gives focus to those who are a part of it, to know how to effectively conduct their work life. Ours are based upon the Nolan Principles of public life;

1. Honesty

We uphold honesty in all our interactions, ensuring transparency, truthfulness, and accuracy in our communications and decisions. We act with integrity and always strive to foster trust with our stakeholders, acknowledging when we make mistakes and working to rectify them.

2. Integrity

Integrity is at the heart of everything we do. We act ethically, with strong moral principles, making decisions that reflect fairness and justice. We hold ourselves accountable to the highest standards, ensuring that our actions are consistently aligned with our values and organisational goals.

3. **Objectivity**

We approach every decision with objectivity, ensuring that personal interests, biases, or external pressures do not influence our professional judgments. We consider all relevant facts, evidence, and opinions before making decisions, ensuring that our actions are based on impartial analysis and sound reasoning.

4. **Accountability**

We take accountability for our actions and decisions. We understand that every member of our organisation has a responsibility to deliver results, and we are committed to taking ownership of both our successes and challenges. We are transparent in our processes and actively seek feedback to improve and grow.

5. **Selflessness**

We act with selflessness, prioritising the public good and the interests of our community over personal gain. Our decisions are driven by the needs of the organisation, our stakeholders, and the people we serve, rather than individual or collective personal interests.

6. **Openness**

We are committed to openness in all aspects of our work. We actively encourage and welcome dialogue, feedback, and diverse viewpoints, ensuring transparency in decision-making processes. We are dedicated to sharing relevant information with the public and stakeholders to foster trust and cooperation.

7. **Leadership**

We demonstrate leadership through vision, direction, and influence. We lead by example, inspiring and empowering others to contribute to the success of our organisation. Our leadership is defined by our ability to make tough decisions, uphold the highest standards, and create an environment of mutual respect, collaboration, and innovation.

Our Culture

Ramsey Town Commissioners strive to achieve a Psychologically Safe climate. This means that for our staff, our Commissioners and the people and partners that interact with us, there are four key objectives;

Safe to Learn: We encourage continuous learning and development, where individuals can experiment, make mistakes, and grow without fear of criticism or retaliation. By promoting curiosity and a growth mindset, we support each person in their professional journey.

Safe to Have a Voice: Everyone is empowered to share their ideas, opinions, and feedback openly. We value diverse perspectives and believe that everyone's voice contributes to the success and innovation of the organisation. We create opportunities for dialogue and ensure that all contributions are heard and considered.

Safe to Challenge: We actively encourage healthy debate and the constructive challenge of ideas, processes, and decisions. We believe that questioning the status quo and offering alternative viewpoints strengthens our work and drives improvement. Our workplace and our town are places where individuals can respectfully challenge ideas without fear of retribution.

Safe to Contribute: We cultivate an inclusive environment where individuals feel confident in contributing their knowledge, skills, and expertise. Every team member plays an important role, and we foster a culture of collaboration and shared responsibility, ensuring that each contribution is valued and respected.

Who are our stakeholders?

Simply, a stakeholder is anyone with an interest or concern in what we do. Our primary stakeholders are the rate-paying businesses and individuals of Ramsey. But beyond this, anyone who travels to Ramsey to do business, to shop, visit or enjoy our amenities should also have high expectations and also be able to hold us to account.

Similarly, those who we enter partnerships with should expect us to be engaged and effective in what we collaborate on. Accountability to Government is also part of our day-to-day business, within the provisions of the Local Government Act 1985 and the Local Government Handbook.

THE OBJECTIVES

DEVELOPING RAMSEY TOWARDS 2035

Ramsey is the second-largest town in the Isle of Man after the City of Douglas. With that brings expectations in terms of housing, business and leisure. Ramsey Town Commissioners aim to look beyond the visual horizon, and in association with its partners such as the Northern Chamber of Commerce, try to ensure that the decisions it makes will support future improvements

To do this we will;

- Develop and work towards an ambitious improvement plan in association with our mission statement.
- Exploit opportunities for strategic infrastructure improvements from Central Government.
- Support our residents and businesses in 'marginal gain' improvements where small step changes lead to a larger net contribution to the development strategy.
- Improve our 'offer' by developing a separate and achievable 'Towards 2035' plan in collaboration with our partners

PEOPLE AND PLACE

Sitting below the overarching strategic objective of 'towards 2035', this objective is designed to capture the feel of Ramsey as we move towards an even safer, more accessible, inclusive community. Much of this will be achieved through strong community engagement and partnerships.

We will;

- Ensure new additions to our estate are compliant with modern accessibility requirements
- Modernise where possible to ensure our existing estate and spaces are accessible to as many people as possible.
- Assist businesses in improving their accessibility.
- Maintain high levels of public space and amenity cleanliness
- Work with our partners to maintain Ramsey's reputation as a safe place to enjoy.
- Help more people to access housing by reducing our waiting lists

EFFICIENCY AND EFFECTIVENESS

Little will be achieved unless the Commission is unencumbered by outdated practice and time-consuming tasks which add little to the overarching mission. There is a duty to the rate-payer to ensure that maximum value is extracted from every penny of their contribution. Some of this will be achieved through updated IT systems, fleet and equipment. Other parts will develop through better working practices. At the forefront of all we do, will be high levels of customer service and satisfaction.

We Will;

- Develop and achieve internal transformation
- Update our information technology to create efficiency and better serve the customer
- Ensure our public information is available, open and transparent.
- Train and develop our people
- Take an evidence-based approach to expenditure
- Develop effective and meaningful partnerships to support both Ramsey and the North

Each year, a set of success measures will be agreed and published to support the direction of the strategic plan.

**RAMSEY TOWN COMMISSIONERS
DEPUTY TOWN CLERK'S REPORT
PUBLIC ACCOUNTABILITY MEETING
AUGUST 2025 – PUBLIC**

Mr. Chairman and Members,

Following the Board's adoption of the new Standing Orders, where Standing Order 1.7 was added and reads:

"In addition to the meetings specified above, the Board shall hold two Public Accountability Meetings each year: one to be held between January and March, and one between July and September. These meetings shall be convened in a public forum, at a venue and time to be determined by the Board, and shall be chaired by the Chairman of the Board. At each meeting, the Chairman shall present a report on the work and decisions of the Board since the last such meeting, and the Board shall receive and respond to questions from members of the public. The Town Clerk shall give not less than 14 days' public notice of each Public Accountability Meeting, including details of how members of the public may submit questions in advance or register to ask questions in person. These meetings shall be additional to the ordinary meetings of the Board and shall be minuted and published in the usual manner."

The first such meeting has been scheduled for **7 p.m. on Wednesday 24th September 2025.**

Arrangements will be put in place to allow members of the public to submit questions in advance or register to ask questions in person.

Recommendation: for noting.

H. S. Bevan
Deputy Town Clerk

10th August 2025

**RAMSEY TOWN COMMISSIONERS
FINANCE OFFICER'S GENERAL REPORT
AUGUST 2025 - PUBLIC**

Mr. Chairman and Members

The following documents are appended for review and / or information:

1. A summary of accounts paid and suppliers used in July 2025 – Appendix 1.
2. Tabulated summary of the Income and Expenditure for the period 1st April to 31st July 2025 – Appendix 2.

Accounts

Accounts of £372,506.53 were paid via the General Revenue Account and accounts of £21,548.18 were paid via the Northern Civic Amenity Site Account in July 2025. Details of the accounts paid and the suppliers utilised are attached at Appendix 1.

Recommendation: To be noted.

Summary of Revenue Income and Expenditure

A summary of the 2025-26 Income and Expenditure from 1st April to 31st July 2025 is attached at Appendix 2.

Certain elements of capital expenditure incurred have been paid through the Revenue account some of which have been or will be financed by way of capital loans. They are not disclosed as part of Appendix 2, the 2025-26 Income and Expenditure figures, and they are:

| | |
|---|---------|
| LED street lighting replacement programme | £73,594 |
| Cronk Elfin refurbishment – retentions & consultancy payments | £18,913 |
| Upper Queens Pier Road refurbishment – on-going prof. fees | £12,655 |
| Close Woirrey demolition & site clearance | £14,532 |
| Office equipment | £9,297 |
| Machinery – chainsaws, mower, trimmers | £3,897 |

Recommendation: To be noted.

Rates

Late July 2025 £2,243,130 rates income was received from Treasury re the 2025-26 financial year (for comparison £2,028,789 was received in August 2024).

This is the third instalment for the 2025-26 financial year with further instalments due later in the financial year.

At 31st July 2025 the total rates received re the 2025-26 financial year was £2,990,840 (for comparison at 31st August 2024 £2,747,157 was received re the 2024-25 year).

| |
|---|
| <p style="text-align: center;">Finance Officer's General Report August 2025 - Public Continued:</p> |
|---|

Rates – cont.

Treasury has supplied a 2nd Supplemental Rating List for 2025-26 which indicates some slight changes in the gross and rateable values for the Town as follows:

| | Gross | Rateable |
|----------------------------|----------------|-----------------|
| | £ | £ |
| Previous listing | 865,347 | 748,315 |
| Valuations to be added | 1,210 | 968 |
| Valuations to be cancelled | <u>(6,109)</u> | <u>(4,440)</u> |
| Revised listing | <u>860,448</u> | <u>744,843</u> |

The changes to rateable values include:

- Cancellations - for properties deemed not inhabitable, either derelict or being renovated.
- Reduced values - whilst disruptions due to nearby building developments; usually 10% and revised later.
- Additional values - include extensions, change in use (e.g. converting a garage to another living area) and reversals of previous cancellations.

It should be noted that the unusually large cancellations this period relate to the Ramsey Bakery building which accounts for approximately 50% of the change.

Recommendation: To be noted.

14th August 2025

N.Q. Cannell, FCCA
Finance Officer

Ramsey Town Commissioners

Accounts paid during July 2025

Appendix 1

| Payee | Description | Amount (incl. VAT) |
|--------------------------------------|--|--------------------|
| General Account | | £ |
| Staff | Wages, salaries, ITIP, NI & superannuation | 203,287.52 |
| Various | Housing property repairs, maint. & safety checks | 55,698.49 |
| Various | Commission property repair, maint. & safety checks | 17,671.05 |
| Manx Utilities | Water rates & electricity supply | 13,573.32 |
| Various | Office expenses - post, printing, stationery etc. | 12,275.24 |
| Various | Park materials | 9,952.88 |
| Various | Vehicles maintenance & servicing | 8,460.23 |
| Swept Clean Road Sweeping Serv. Ltd. | Sweeper & gulley cleaner hire | 7,008.00 |
| Various | Refuse materials & equipment | 5,801.60 |
| Ellan Vannin Fuels Ltd. | Fuel & heating oil | 4,830.27 |
| Various | Election costs | 4,790.40 |
| Various | New Parks & Works machinery | 4,676.38 |
| Various | Town events | 4,048.20 |
| Various | IT costs | 3,381.37 |
| 2 Clean | Toilet cleaning contract | 3,064.87 |
| Various | Rent refunds & transfers | 2,976.94 |
| Various | Phones | 2,872.09 |
| Banks | Bank & debit card charges | 1,692.33 |
| Various | Library books, materials & IT licences | 1,459.69 |
| IOM Newspapers Ltd. | Advertising | 1,341.18 |
| Various | Security & safety | 930.22 |
| Various | Machinery repair & maintenance | 852.00 |
| Various | Staff training | 548.00 |
| RTC | Petty cash | 303.51 |
| A J Oldham | Attendance Allowance | 105.00 |
| J McGuinness | Attendance Allowance | 100.00 |
| P Johns-Garrett | Attendance Allowance | 88.75 |
| E Shimmin | Attendance Allowance | 88.75 |
| S M Moss | Attendance Allowance | 88.25 |
| S Cottam-Shea | Attendance Allowance | 86.25 |
| W G Young | Attendance Allowance | 71.25 |
| W B Bruchal | Attendance Allowance | 63.75 |
| Revd N Greenwood | Attendance Allowance | 63.75 |
| E L Honey | Attendance Allowance | 63.75 |
| M Webb | Attendance Allowance | 63.75 |
| R D Cowell | Attendance Allowance | 41.25 |
| F B R Williams | Attendance Allowance | 41.25 |
| A R Beighton | Attendance Allowance | 22.50 |
| L L Craine | Attendance Allowance | 22.50 |
| | | 372,506.53 |

Northern Civic Amenity Site

| | | |
|--------------------|-----------------------------|-----------|
| IOM Government | Waste disposal at EFW Plant | 15,493.50 |
| Various | Skip haulage | 4,621.78 |
| Various | Equipment repairs | 489.72 |
| Various | Recycling charges | 328.96 |
| Various | Site maintenance | 230.51 |
| Oddjob Services | Contract labour | 187.50 |
| Worldpay (UK) Ltd. | Debit card reader charge | 88.35 |
| Manx Telecom Ltd. | Phone | 82.93 |
| Bank | Charges | 24.93 |
| | | 21,548.18 |

Ramsey Town Commissioners

Suppliers utilised during July 2025

Appendix 1

| | | | |
|---|-----|--|-----|
| Access UK Ltd. | UK | Manx Business Solutions Ltd. | IOM |
| Argon Business Systems Ltd. | IOM | Manx Telecom Ltd. | IOM |
| Askews & Holts Library Services Ltd. | UK | Manx Utilities | IOM |
| Ball Colegrave Ltd. | UK | Martin & Watson Ltd. | IOM |
| Brew & Corkill Ltd. | IOM | MC Locksmith Services Ltd. | IOM |
| C E Richmond Ltd. | IOM | Motivation Driving School | IOM |
| City Electrical Factors IOM Ltd. | IOM | Northern Men in Sheds | IOM |
| Cleervu Areila Specialists Ltd. | IOM | Oddjob Services Ltd. | IOM |
| Craigs Construction Ltd. | IOM | Office Equipment Centre 1978 Ltd. | IOM |
| David Perry Electrical Contractors Ltd. | IOM | Outdoor Power & Plant Ltd. | IOM |
| Descon Ltd. | IOM | Paul Wheeler Ltd. | IOM |
| Diverse Signs Ltd. | IOM | Phoenix Windows Ltd. | IOM |
| Drains IOM Ltd. | IOM | P & M Window Cleaners Ltd. | IOM |
| Egan Reid Stationery Co. Ltd. | IOM | Ramsey Automotive Centre Ltd. | IOM |
| Ellan Vannin Fuels Ltd. | IOM | Ramsey Garden Centre | IOM |
| Exceed Business Services Ltd. | IOM | Ramsey Shipping Services Ltd. | IOM |
| Feltons Ironmongers | IOM | Ramsey Skips | IOM |
| G4S Secure Solutions (IOM) Ltd. | IOM | Ramsey Town Band | IOM |
| Gough Electrical Ltd. | IOM | Rentokil Pest Control | UK |
| Haldane Fisher (IOM) Ltd. | IOM | Screwfix Direct Ltd. | UK |
| Hersham Electrical Engineers Ltd. | IOM | Signrite IOM Ltd. | IOM |
| Infotech Systems Ltd. | IOM | Smith of Derby Ltd. | UK |
| IOM Government | IOM | SPA Landscaping Ltd. | UK |
| IOM Newspapers Ltd. | IOM | STARK Building Materials Ltd. (formerly Jewsons) | IOM |
| IOM Post Office | IOM | Sure IOM Ltd. | IOM |
| J Clawson Ltd. | IOM | Swept Clean Road Sweeping Services Ltd. | IOM |
| JDW Engineering Ltd. | IOM | 2 Clean | IOM |
| J Qualtrough & Co. Ltd. | IOM | Ulverscroft Ltd. | UK |
| Logistics UK | UK | Unique Fire Protection Ltd. | IOM |
| Magnet IOM Ltd. | IOM | Vannin Officepoint Ltd. | IOM |
| Mann Hire Ltd. | IOM | Watsons Nurseries Ltd. | IOM |
| Mann Waste Recycling Ltd. | IOM | Workwear Express Ltd. | UK |
| | | Worldpay (UK) Ltd. | UK |

RAMSEY TOWN COMMISSIONERS

SUMMARY OF INCOME & EXPENDITURE TO 31st JULY 2025 - Appendix 2

| | 2025-26 to date | | | Estimate for 2025-26 | | |
|---------------------------------------|-------------------|-------------------|------------------------|----------------------|--------------------|------------------------|
| | Expenditure | Income | Net Expend. / (Income) | Expenditure | Income | Net Expend. / (Income) |
| Social Housing | | | | | | |
| Housing Schemes | 1,786,723 | 2,182,500 | (395,777) | 4,767,064 | 5,193,041 | (425,977) |
| Cl. Woirrey/ Cl. y C Ghlass | 90 | 0 | 90 | 486 | 0 | 486 |
| Brookfield Court | 4,178 | 4 | 4,174 | 22,954 | 17,091 | 5,863 |
| Close ny Mooragh | 12,451 | 108 | 12,343 | 53,755 | 43,023 | 10,732 |
| Sub Total | £1,803,442 | £2,182,612 | (£379,170) | £ 4,844,259 | £ 5,253,155 | £ (408,896) |
| Property and Assets | | | | | | |
| Town Hall | 73,019 | 19,237 | 53,782 | 297,764 | 28,716 | 269,048 |
| Workshops | 23,509 | 0 | 23,509 | 128,554 | 0 | 128,554 |
| Public Conveniences | 16,348 | 0 | 16,348 | 64,466 | 0 | 64,466 |
| Courthouse - loan repayment | 14,800 | 0 | 14,800 | 14,800 | 0 | 14,800 |
| Courthouse - maint., H & L etc. | 2,747 | 0 | 2,747 | 7,251 | 0 | 7,251 |
| Mansail Lease | 5,485 | 8,250 | (2,765) | 5,692 | 13,257 | (7,565) |
| Lakeside Centre | 2,639 | 4,645 | (2,006) | 5,523 | 12,600 | (7,077) |
| Parklands Day Nursery | 754 | 10,265 | (9,511) | 4,540 | 20,733 | (16,193) |
| Bowling Alley | 0 | 3,750 | (3,750) | 5,613 | 15,000 | (9,387) |
| Non-Lease Properties | 6,935 | 0 | 6,935 | 10,293 | 0 | 10,293 |
| Prom shelters, benches, signs | 12,108 | 4,183 | 7,925 | 41,572 | 0 | 41,572 |
| Private Property Repairs | 27 | 11,905 | (11,878) | 20,500 | 0 | 20,500 |
| CCTV town centre | 553 | 0 | 553 | 1,910 | 0 | 1,910 |
| Apprentices | 0 | 0 | 0 | 0 | 0 | 0 |
| Asbestos survey | 0 | 0 | 0 | 17,167 | 0 | 17,167 |
| R & N Districts Housing C. | 4,595 | 5,288 | (693) | 20,600 | 22,660 | (2,060) |
| Park assets | 32,360 | 0 | 32,360 | 97,866 | 0 | 97,866 |
| Sub Total | £195,879 | £67,523 | £128,356 | £744,111 | £112,966 | £631,145 |
| Works & Development | | | | | | |
| Foreshores & Flags | 1,655 | 0 | 1,655 | 4,339 | 0 | 4,339 |
| Car Parks | 6,986 | 19,728 | (12,742) | 27,566 | 29,827 | (2,261) |
| Refuse Removal | 229,307 | 68,580 | 160,727 | 873,134 | 175,701 | 697,433 |
| Civic Amenity contribution | 0 | 0 | 0 | 255,948 | 0 | 255,948 |
| Civic Amenity contracting | 166,650 | 108,224 | 58,426 | 470,000 | 470,000 | 0 |
| Sewers & Pumps | 26,008 | 26,008 | 0 | 103,978 | 103,978 | 0 |
| Street lighting & maint. | 60,733 | 0 | 60,733 | 288,268 | 0 | 288,268 |
| Decorative maint. | 247 | 0 | 247 | 10,940 | 0 | 10,940 |
| Decorative lighting new items | 0 | 0 | 0 | 50,000 | 0 | 50,000 |
| Local Services | 160,806 | 0 | 160,806 | 341,154 | 0 | 341,154 |
| Sub Total | £652,392 | £222,540 | £429,852 | £2,425,327 | £779,506 | £1,645,821 |
| Parks & Leisure | | | | | | |
| Events & Attractions | 27,686 | 4,317 | 23,369 | 62,997 | 12,500 | 50,497 |
| Parks & Gardens | 115,065 | 0 | 115,065 | 339,262 | 4 | 339,258 |
| Games Concessions | 19 | 0 | 19 | 546 | 0 | 546 |
| Public Library | 54,984 | 2,753 | 52,231 | 170,103 | 9,616 | 160,487 |
| Sub Total | £197,754 | £7,070 | £190,684 | £572,908 | £22,120 | £550,788 |
| Finance & General Purposes | | | | | | |
| Administration | 16,207 | 0 | 16,207 | 128,909 | 0 | 128,909 |
| Office Expenses | 267,842 | 16,184 | 251,658 | 848,073 | 120,803 | 727,270 |
| Sundry Expenses | 7,448 | 0 | 7,448 | 10,117 | 0 | 10,117 |
| Miscellaneous | 7,729 | 21,018 | (13,289) | 71,295 | 41,563 | 29,732 |
| Swimming Pool | 9,060 | 0 | 9,060 | 47,451 | 0 | 47,451 |
| Town Band | 2,000 | 0 | 2,000 | 2,000 | 0 | 2,000 |
| Town Centre Management | 6,424 | 44 | 6,380 | 66 | 102 | (36) |
| Sub Total | £316,710 | £37,246 | £279,464 | £1,107,911 | £162,468 | £945,443 |
| TOTAL | £3,166,177 | £2,516,991 | £716,709 | £ 9,694,516 | £ 6,330,215 | £ 3,364,301 |
| Town rates | £ - | £3,232,572 | (£3,232,572) | £ - | £ 3,635,908 | (£3,635,908) |

**RAMSEY TOWN COMMISSIONERS
TOWN CLERK'S REPORT
STRATEGIC PLAN REVIEW - CONSULTATION
AUGUST 2025 – PUBLIC**

Mr. Chairman and Members,

You will recall I wrote to you on this matter by email on 5th August, last, in order to provide you with sufficient time to digest the matters in hand.

The Isle of Man Government has launched a Preliminary Publicity consultation on the Strategic Plan Review running through to 27th October, 2025. This is the first formal statutory phase in updating the Strategic Plan—a high-level statutory framework for island-wide land use and development

The updated Plan will guide the Island's growth over a 20-year horizon, covering 2021 to 2041, replacing the version adopted in 2016

Background & Legislative Timeline

The Preliminary Publicity stage began with a previous consultation in July–September 2023, which attracted 209 responses from the public, developers, local authorities, government bodies, and community groups

Under the Town and Country Planning Act 1999, Cabinet Office must have published a Draft Plan by 28 September 2024, based on those early consultations. The current 2025 re-launch builds upon that earlier stage.

Core Issues Under Review

The consultation focuses on these topic areas (largely aligned with evidence papers released alongside the Main Consultation Document):

- Island Spatial Strategy: balanced urban/rural development
- Housing needs: addressing demand and affordability
- Environment & Climate Change: embedding climate policy and biodiversity net gain into planning
- Business & Employment Land
- Tourism, Recreation & Community Facilities
- Infrastructure & Transport
- Utilities, Waste, Energy & Minerals
- Design, Heritage & Landscape Protection and renewable energy policy integration

What Respondents Said (2023 Feedback Summary)

From the 209 responses (153 public, plus stakeholders including local authorities and developers), key thematic priorities emerged:

- Strong interest in embedding climate resilience and net-zero commitments in planning
- Concern about housing supply, affordability, and rural vs urban balance
- Calls for better alignment with the 'Our Island Plan' vision of a secure, vibrant, sustainable future
- Need for clearer frameworks around heritage conservation, design quality, and renewable energy development

Cabinet Office is now preparing a consultation summary report detailing these themes to inform the Draft Plan.

Strategic Implications for Local Authorities

This is an early, influential stage where responses can directly shape the Draft Strategic Plan. Local Authorities are key stakeholders, likely consulted separately or in a manner coordinated by Cabinet Office. The Plan will influence future Area Plans and decision-making, including major infrastructure, housing, climate adaptation, and land use. Embedding climate goals—aligned with the Climate Change Act 2021—is now statutory, placing greater importance on local planning policy levers.

We will now need to do the following:

- Review the Main Consultation Document and relevant evidence papers (e.g. Climate, Spatial Strategy, Housing)—available online via the Consultation Hub
- Develop a structured response covering:
 - Key local priorities and concerns
 - Impacts on housing and infrastructure
 - Local environmental and climate resilience considerations
 - Opportunities for employment, design quality, heritage protection

The deadline for responses is 27th October, 2025. Whilst you may wish to respond as an individual I ask whether the Board is minded to have be make a collective submission?

In addition, there is an omission in our policy library insofar as we have no Planning policy, which would be useful in determining future responses.

Town Clerk's Report – Strategic Plan Review Consultation
August, 2025 – Public Continued:

To these ends, I respectfully ask the board:

1. Whether they are minded to collectively respond to this consultation? If so I will require responses prior to MONDAY 8th SEPTEMBER for me to compile a form of words for your response at the Board meeting of 17th September
2. The Board directs that a planning policy be developed, and should be ready for review by the December Board Meeting.

Suggestions for Proposals.

1. That a response be constructed by the Town Clerk on the consultation based on members observations supplied to him, by 8th September 2025. The form of words will be approved at the September Board Meeting (17th).
2. That the Officers, in consultation with the members for Housing and Properties and Works and Development, create a draft planning policy, to be considered at the December Board.

Derek Flint
Town Clerk

11th August, 2025.

**RAMSEY TOWN COMMISSIONERS
TOWN CLERK'S REPORT
UPDATE ON REOPENING THE REUSE CENTRE
August 2025 – PUBLIC**

Mr. Chairman and Members,

1. Introduction

Following the Notice of Motion presented by Mrs. Johns-Garrett at its meeting on 23rd July 2025, the Ramsey Town Commissioners (RTC) Board resolved in principle to support the re-opening of the re-use shed at the Balladoole Civic Amenity Site. To inform the next steps from this resolution, the Town Clerk was tasked with preparing a paper outlining the practical implications.

2. Background

The Northern Civic Amenity Site (NCAS) was previously managed by a Joint Committee comprised of representatives from seven northern parishes, including RTC. This arrangement was governed by a provision in RTC's Standing Orders (Section 3(7)), which established the **Northern District Civic Amenity Site Joint Committee**. This committee included:

- One representative from each of the following: Ramsey, Andreas, Ballaugh, Bride, Garff (Maughold), Jurby, and Lezayre.
- A remit to manage operations under Section 69 of the Public Health Act 1990.
- Responsibility for policy decisions relating to the Civic Amenity Site.

However, the Committee's legal constitution was flawed, and since 2017, it has operated largely on goodwill. Without a statutory obligation for financial contributions from member authorities, Bride Parish, after prolonged representations about cost equity, withdrew their funding and have since refused to contribute fully.

The Department of Infrastructure (DOI) is subsidising part of Bride's reduced 2025–26 contribution to the chagrin of many of the other parishes. Ramsey continues to contribute around £250,000 annually and undertakes all administrative responsibilities as well as directly employing the workforce.

There is no specific requirement to operate a re-use centre in the Waste Licence. However, the broad principle of recycling through re-use was incorporated into the 2017 operating plan by the Committee. As will be gleaned from the information below, the operating context has changed markedly since then, and the plan and associated staffing and budget, have not kept pace.

Town Clerk's Report –Update on Reopening of the Reuse Centre – August, 2025, Public Continued:

There are only four, part-time staff to staff the operation. Two are deployed daily, which is an absolute bare minimum. What they can achieve is at its limit.

3. Closure of the Re-Use Shed and Staffing Constraints

In April 2024, the Committee decided to close the re-use shed as part of wider cost-saving measures, influenced in part by Bride's financial default. This decision allowed the site to continue operating with only two staff members. However, this staffing level presents ongoing operational challenges, particularly in meeting contractual, licensing and safety requirements. At present it is being substantially back-filled by Works staff, with the consequential impact on their own service provision. Some agency cover is being sourced at extra cost.

Across those two deployed operatives, duties currently include:

- Checking vehicles as they arrive to police what is going into the skips (5.2 of the Waste Licence)
- Supervising the public at the skip line to minimise contamination (5.3)*
- Accepting and processing payments for waste electricals (5.4.3)
- Operating heavy machinery to compact skips
- Managing the weighbridge for both site movements and Wrights Pit operations (6.1)
- (If re-opened) Supervising the re-use shed*

*Operationally, the re-use shed has to be viewed as being a 'skip' and is very open to abuse, misuse and contamination without suitable oversight.

4. Broader Operational Limitations

In addition to the re-use shed's closure, the site does not currently accept commercial waste despite contractual requirements. This disadvantages local businesses although some informal goodwill practices are doubtless going on. The DOI, recognising current constraints, has taken a pragmatic view in the interim contract and accepted that not all obligations can be met.

Historically, the decision not to accept commercial waste was taken to avoid undermining local private sector operators. Although well-intentioned, this has left Northern business ratepayers with fewer options than their peers elsewhere on the Island. The acceptance of commercial waste comes with additional requirements (e.g., weighing, declaration and subsequent double cost incineration charges), but demand for the service exists.

Town Clerk's Report –Update on Reopening of the Reuse Centre – August, 2025, Public Continued:

Cardboard disposal is a notable example. One local business in particular generates around a metre cube of compacted cardboard per week but are currently required to transport it to Douglas, incurring costs which could be offset if local disposal was offered. However, other sites which provide cardboard recycling have found some is contaminated which reduces returns so have found that bins with slots is a more effective way of managing this. Of course, this takes up more space, which factors into section 6, below.

This issue is mentioned to bring balance to the fact that having a re-use shed isn't the only thing we are not doing. It will be of note in our further discussions concerning post April 2026 operations.

5. Waste Electrical Equipment (WEE)

WEE disposal is complex and increasingly regulated. Current challenges include:

- **Storage:** Many items must be kept dry.
- **Collections:** The DOI's contractor provides irregular and unpredictable collection services. As of 4th August, there were 42 tote bags, plus a range of fridges and other large appliances awaiting collection.



Photo taken 1st August 2025

Currently, WEE is stored in the former re-use shed, a move necessitated by the need to protect these materials under current guidance. Even if the re-use facility had remained open, it likely would have had to close to accommodate WEE. This is further explored in section 6, below. It must be stressed however, that this is an ever-changing area of operations whilst the DOI and the contractor find their feet.

Town Clerk's Report –Update on Reopening of the Reuse Centre – August, 2025, Public Continued:

6. Site Capacity and Limitations

A critical constraint at Balladoole is lack of space. There is limited, if any, scope to install additional permanent or temporary buildings on the current footprint, perhaps to be used to re-accommodate WEE. Moreover, responsibility for funding any such infrastructure remains unclear — whether it would fall to RTC, the wider Northern Parishes, or the DOI.

At present, space is occupied as follows:

- **WEE storage** in the former re-use shed. The shed is occupied with WEE, and the issue of correcting this position to a point where there are more regular collections is outwith our control (DOI)
- The options for creation of other permanent or temporary buildings are very limited by space and indeed cost.
- There is a dilemma in terms of how the existing space is utilised. At present its use is dictated by WEE, but even if this was cleared, there are commercial calls for deposition of cardboard which should not be ignored. Is this more, or less important than a re-use centre where some 50 percent or more of the items left went into a skip in any case?
- **Minimal remaining area** for alternative use or expansion. At each DEFA inspection more segregation requirements have been imposed, which has to be a priority in terms of keeping reserve space capacity.

7. Summary of Current challenges to Re-Opening

- **Staffing:** Re-opening requires dedicated supervision. This cannot be safely managed within current staff levels, and any increase would be unbudgeted.
- **Space (1):** The re-use shed is currently used for WEE storage, and more regular WEE collection is beyond RTC's control. The DOI are working on that.
- **Space (2):** There is limited scope for new buildings, and cost responsibility is unresolved.
- **Space (3):** Competing demands (e.g., cardboard disposal) challenge the prioritisation of re-use operations.

**Town Clerk's Report –Update on Reopening of the Reuse Centre –
August, 2025, Public Continued:**

8. Conclusion and Recommendations

While re-opening the re-use shed remains the desirable goal, it is not currently feasible given the staffing, spatial, and contractual constraints. The site's future — including layout, staffing, and operational control — will depend heavily on post-March 2026 arrangements and how firmly the DOI enforces future service standards.

Options:

1. Short-term:

Monitor the availability of space and *if* it becomes free:

- Consider a volunteer-led re-use operation, subject to appropriate insurance cover.
- Explore off-site alternatives for re-use functions, potentially operated by charities or volunteer organisations.
- Either make budgetary provision from RTC funds to provide extra staff to cover the breadth of duties or seek proportionate contributions from the other parishes and DOI.

Derek Flint
Town Clerk

4th August, 2025.

**RAMSEY TOWN COMMISSIONERS
TECHNICAL SERVICES MANAGER'S REPORT
PLANNING APPLICATIONS – AUGUST, 2025 PUBLIC**

Mr. Chairman and Members,

Copies of the following application has been received from the Department of the Environment, Food and Agriculture, Planning and Building Control Division under the planning consultation procedures. The application is listed for consideration subject to comments where appended. Hyperlinks are provided on the P.A. No. to link to the plans which are available on the IOM Government website.

- P.A. NO.: [25/10094/AIR](#)
PROPOSED: Information in relation to condition 3 of PA/24/91146/B providing details for the equipment that is to be installed (antennas, dishes and remote radio heads)
NOTES: P.A. in Detail
SITE: **Sure Mobile Site, Shipyard Road, Ramsey**
- P.A. NO.: [25/90650/B](#)
PROPOSED: Conversion of part of existing commercial property to four residential apartments, extension to existing first floor apartment with associated amendments to building access.
NOTES: P.A. in Detail
SITE: **River Lodge, Lezayre Road, Ramsey**
- P.A. NO.: [25/90665/B](#)
PROPOSED: Erection of a rear dormer
NOTES: P.A. in Detail
SITE: **43, Ormly Road, Ramsey**
- P.A. NO.: [25/90726/B](#) **RETROSPECTIVE**
PROPOSED: Installation of door to rear of garage
NOTES: P.A. in Detail
SITE: **Fernlea, Lezayre Road, Ramsey**
- P.A. NO.: [25/00766/D](#) **RETROSPECTIVE**
PROPOSED: Installation of illuminate and non-illuminated signage
NOTES: P.A. – Advertising
SITE: **Tesco, 1a, St. Paul's Square, Ramsey**

B. Wallace,
Technical Services Manager

13th August, 2025

**RAMSEY TOWN COMMISSIONERS
TECHNICAL SERVICES MANAGER'S REPORT
MUA WAYLEAVE AGREEMENT FOR DEED OF EASEMENT (WATER)
CORONATION PARK
AUGUST 2025 – PUBLIC**

Mr. Chairman and Members,

The purpose of this report is to seek the Board's approval to enter into a wayleave agreement with Manx Utilities Authority (MUA) Water for the installation of a new water main across our land at the Coronation Park.

Some of the infrastructure within town is now several decades old and is in desperate need of replacement. The existing service is located along Waterloo Road however due to congestion within the road and pavement it is not possible to dig the new main within that road. It is also not possible to put the new pipe within the existing one (mole) due to the condition of the existing pipe, operational and service requirements.

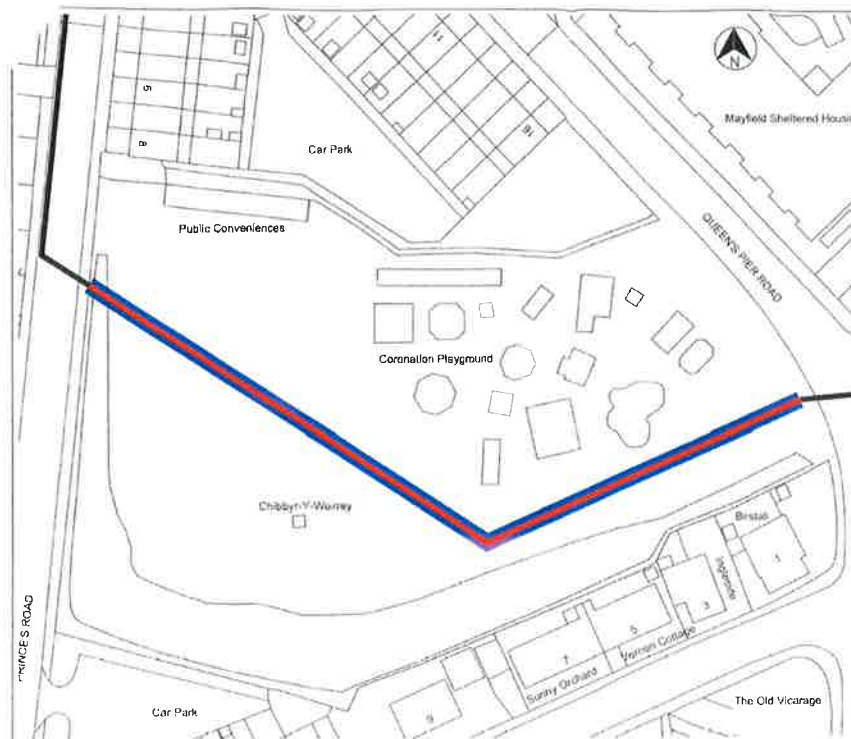
The MUA have been looking at alternative routes to ensure that the replacement is as cost effective as possible, however due to DOI requirements/restrictions and cost, the proposed route is the most cost effective ensuring that the service is replaced. The route of the new main starts in Brookfield Ave, along Albert Terrace, Princes Road, though Coronation Park, up Queen's Pier Road, before terminating at the junction of Walpole Drive and Stanley Mount West.

To proceed with this upgrade, a formal wayleave agreement is required. This legal arrangement will grant MUA Water the right of access to install, maintain, and operate the new main on our land. Departmental approval is required to enter into the Agreement in terms of Section 25 of the Local Government Act 1985.

The plan below shows the proposed route though the park, going through the football area but avoiding the play equipment.

The work is proposed to be carried out by the end of the year beginning of 2026 barring any delays.

**Technical Services Manager's Report – MUA Wayleave Agreement for Deed of
Easement (Water) Coronation Park –
August, 2025, Public Continued:**



Recommendation: to agree to the wayleave, subject to Departmental approval, and upon receipt of such approval authorise the Agreement Document to be sealed and signed on behalf of the Commissioners.

B. Wallace.
Technical Services Manager

11th August 2025.

**RAMSEY TOWN COMMISSIONERS
TECHNICAL SERVICES MANAGER'S REPORT
SERVING A SECTION 51 NOTICE FOR TREES
RAGGLESWOOD CRESCENT WEST
AUGUST 2025 – PUBLIC**

Mr. Chairman and Members,

We would like permission to service a Section 51 Notice under the Highways Act 1986 on the owners of the trees located directly in front of Raggleswood, on the Crescent West, Ramsey.

A complaint was received from a neighbour that the trees were looking in poor health and dropping branches on their property causing minor damage to vehicles. On inspection of the trees, they are presenting with signs of poor health, and we suspect that it may be Dutch Elm disease and Ash Die Back. The trees are quite substantial in size and could cause a lot of damage to neighbouring properties if they should fall. Where it is confirmed that trees do have Dutch Elm or Ash Die back, licences are not required to remove them.

Following research of property deeds and Highway Road maps, there is uncertainty as to who owns the trees. The trees have been inspected in the past and both display identification numbers however it is unclear who has undertaken the work.

The verge containing the trees does not belong to RTC.

The TSM has written to the owner of Raggleswood highlighting the issue with the trees and the need to get them inspected and any recommendations actioned sooner rather than later. They have also been asked to notify us if they are not the owners, and for any information relating to the owners if they have it.

We have also written to the DOI to highlight that there is an issue between the deed's boundary and that of the highway map which raises issue with the ownership of the trees and the need for them to correspond with the homeowner to resolve the issue. The homeowner may take responsibility for the trees and take action, but they may not.

In the unlikely event that nothing happens with the trees, we have delegated authority under the Highways Act 1986 to serve notice on the owners of the trees to undertake work and if the work isn't carried out within 14 days to undertake the work in default.

Recommendation: If required, to allow the TSM to serve notice under the Highways Act 1986 for the trees to be inspected, and if required felled. Then if the owners fail to act, for the TSM to undertake works required in default, recovering any costs associated with the works.

B. Wallace.
Technical Services Manager

11th August 2025.

**RAMSEY TOWN COMMISSIONERS
DEPUTY TOWN CLERK'S REPORT
EVENTS UPADTE MEETING
AUGUST 2025 – PUBLIC**

Mr. Chairman and Members,

Ramsey Rocks

This popular event will take place on West Quay between 2pm and 10.30pm on Sunday 24th August 2025.

The Lead Member and Deputy Lead Member for Parks have been working hard to secure a fantastic line up of live music and other activities during the da.



We would like to thank Mezeron and the licensed premises on the Quay for their support with Ramsey Rocks 2025.

Firework Display

This event will place on the evening of Saturday 1st November 2025 with firework display set to music from the 80s. Further details about the event will be announced in due course.

Recommendation: for noting

H. S. Bevan
Deputy Town Clerk

10th August 2025

**RAMSEY TOWN COMMISSIONERS
HOUSING AND PROPERTY MANAGER'S REPORT
UPDATE FROM THE DEPARTMENT OF INFRASTRUCTURE -
HOUSING.
AUGUST 2025 - PUBLIC**

Mr. Chairman and Members,

We have received the below communication from the Department of Infrastructure on the 8th of August 2025 -

"Hello

Please see below an important message on behalf of Lisa Philliskirk, Head of Housing for the Department of Infrastructure.

Good afternoon Housing Partnership

With the introduction of the new Housing Agency Board next month, there have been some internal structural changes within the Department of Infrastructure.

Housing is no longer part of the Public Estates and Housing Division, which no longer exists. We are now a separate entity within the Department and this change and increased focus will help us to improve housing services and deliver a more co-ordinated approach to housing policy and delivery across the island.

Gary Kermode has directed housing as part of the Division and has been able to mentor my introduction to the Department and Manx Government for the last two years; he has now gone on to lead an important project for the Treasury. I will leave him to describe his new role as I am sure some of you will be in touch with him.

Please direct any issues to me, that you would usually pass to Gary.

Thank you

*Lisa Philliskirk
Head of Housing"*

We do not anticipate this to have any impact on the current relationship between RTC and the Department; however, we have reached out for confirmation and will report back accordingly.

Recommendation: for noting.

Andrew Feeney
Housing & Property Manager

11th August 2025.

**RAMSEY TOWN COMMISSIONERS
NOTICES OF MOTION
AUGUST 2025 - PUBLIC**

Mr. Chairman and Members:

The following Notices of Motion dated 13th August, 2025, are submitted in the name of Mr. J. McGuinness:-

Notice of Motion – Reduction of Beds Ramsey and District Cottage Hospital:

“In accordance with standing orders I would like to put forward a motion in respect of writing a letter to Manx Care and the Minister for Health and Social Care regarding bed reductions at Ramsey and District Cottage Hospital.

That Ramsey Town Commissioners write to the Chief Executive of Manx Care and the Minister for Health and Social Care to:

1. Express the Board’s disappointment at the announcement to reduce the number of beds on Martin Ward at Ramsey and District Cottage Hospital by 30 per cent.
2. Highlight the Board’s concern that this decision may adversely impact the provision of rehabilitation and care for older people in Ramsey and the rest of the Island.
3. Seek reassurance that Ramsey and District Cottage Hospital will remain a key part of Manx Care’s and the Department’s strategy for delivering healthcare and rehabilitation services in the Isle of Man.
4. Request clarification on what consultation took place prior to this decision, and how the views of local staff and stakeholders were considered.”

Notice of Motion Investigation Introduction of Separate Fixed Charge Provision of Household Refuse Collection:

In accordance with standing orders I would like to put forward a motion that Ramsey Town Commissioners investigate and consider the introduction of a separate fixed charge per property for the provision of household refuse collection, to be levied independently of the general town rate, and that officers be instructed to prepare a report setting out:

- (a) the legal and financial implications of introducing such a charge,
- (b) potential models for calculating and implementing the fixed charge,
- (c) the process and timetable for making the change within the annual budget and rates resolution, and
- (d) options for reduced refuse charges for properties in single occupancy, including eligibility criteria, administration, and potential impact on service income.

Background to the Motion;

Refuse collection is currently funded through the Town Rate, meaning costs are met through a levy based on each property's rateable value under the Local Government (Rating) Act 1971. This means the amount a household contributes towards refuse services varies according to the property valuation, even though the cost of providing the service is largely the same per household.

Moving the refuse element of the budget to a separate fixed charge per property would:

1. Make the charge for refuse collection more transparent and directly linked to the service provided.
2. Ensure all households contribute equally towards the service, regardless of property valuation.
3. Provide a clearer picture of the cost of refuse services within the Commissioners' budget.

A fixed charge system is already used in other local authority areas on the Island and can be implemented within existing legislation, subject to budgetary approval by the Department of Infrastructure.

This motion also proposes that officers explore an option for reduced refuse charges for properties in single occupancy. This could offer a fairer arrangement for individuals living alone, recognising the reduced waste they may generate, while still maintaining the sustainability of the service.

The requested report would assess the legal, financial, and administrative implications of these changes, present options for implementation, and outline any potential impacts on ratepayers across different property valuations.”

Standing Order 14 - Notices of Motion provides that every motion relating to any new subject or matter not already before the Board, other than a motion which under Standing Order 15 may be moved without notice, shall be given in writing at the ordinary meeting preceding the one at which it is intended to bring it forward.

Standing Order 14 also provides that “the Chairman may, if conducive to the despatch of business, allow the motion to be dealt with at the meeting at which it is brought forward.

August, 2025.

**RAMSEY TOWN COMMISSIONERS
NORTHERN LOCAL AUTHORITIES SWIMMING POOL BOARD
REPORT - MR. J. MCGUINNESS
AUGUST 2025 - PUBLIC**

Mr. Chairman and Members:

The following Report has been submitted by Mr. McGuinness:-

"The Board met on 28 July and was comfortably quorate. Usage remains healthy at roughly 2,000 public swims a month (not including school sessions, lessons or private hire). A live demonstration of the new Course Pro system confirmed early anecdotal feedback - parents like the interface and the efficiencies mean we have been able to expand the summer Learn to Swim programme to its highest level yet. As ever, the staff deserve credit for maintaining standards; the pool's high reputation rests on their professionalism and positive attitude rather than the bricks and mortar (or chlorine) of the building alone.

Finances continue to track budget, albeit with very little headroom thanks to stubborn energy costs. We keep searching for savings and options for solar or other renewables are being looked into, but unlocking the Green Energy Fund depends on DESC and DEFA agreeing the bureaucracy. Meanwhile, the annual maintenance week in June passed without incident or surprise spend.

Health and safety remains steady, with only the usual low level slips and bumps typical of a swimming pool environment. Regional cooperation is also ticking along with Northern, Western and Southern pool managers having a good working relationship, and while there has been no DESC liaison meeting since April, the next is booked for October when we hope to progress the regional pool Service Level Agreement.

In summary, the facility is running well, user satisfaction is up thanks to digital improvements, and we are keeping the budget afloat despite energy pressures. I continue to serve proudly as Chair of a team that delivers a first-class community asset."

4th August, 2025.