

ONCHAN DISTRICT COMMISSIONERS

*Hawthorn Villa,
79 Main Road, Onchan.*

ORDINARY MEETING

8th July 2026

Sir/Madam

You are hereby summoned to attend an **ORDINARY Meeting of the Authority** to be held in the Boardroom at **HAWTHORN VILLA, 79 MAIN ROAD, ONCHAN** to transact the undernoted business on:

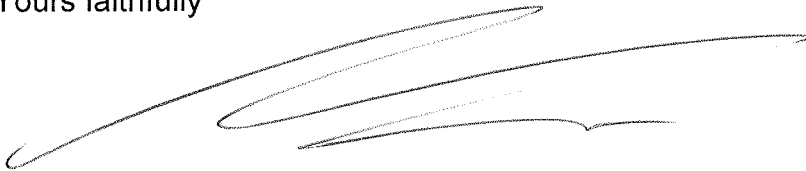
Monday 13th July 2026

7:00 pm - Board Meeting

which will be followed by a meeting of the Board sitting **IN COMMITTEE**. Items on this agenda marked **(P)** will be considered in private, and correspondence is circulated separately.

Please note that the minutes referred to in the agenda have yet to be confirmed by the Authority as a true and correct record of proceedings at the various meetings, and will be published after ratification.

Yours faithfully



**R PHILLIPS
CHIEF EXECUTIVE/CLERK**

AGENDA

The order of business at every meeting of the Authority shall be in accordance with that laid down in Standing Order No. 17 or by a resolution duly moved and seconded and passed on a motion which shall be moved and put without discussion.

Chief Executive/Clerk to provide emergency evacuation procedure for Hawthorn Villa at the commencement of the Meeting.

1. To choose a person to preside if the Chairman and Vice-Chairman be absent:

None.

2. Declarations of Interest of Members and Officers (in accordance with Standing Order 18):

3. To deal with any business required by statute to be done before any other business:

None.

4. To approve as a correct record and sign the Minutes of the:

4.1 Minutes of the Ordinary Meeting held on Monday 29th June 2026 (Appendix 4.1)

5. To dispose of any relevant business arising from such minutes if not referred to in the Minutes of any Special Committee:

None.

6. To dispose of any relevant business adjourned from a previous meeting:

None.

7. To deal with any business expressly required by statute to be done:

None.

8. To consider any planning decisions/communications from the Department of Infrastructure Planning Committee:

8.1 Plans for Consideration (Appendix 8.1)

	Planning Reference	Applicant/Address	Return Date
(a)	PA 26/00396/B	Mr J Bond – 27A Birch Hill Avenue	10 th July 2026

8.2 Planning Communications

PA 26/00719/B – Onchan District Commissioners – Kenyons Youth Café
 PA 26/00575/D – Onchan District Commissioners – Kenyons Youth Café

(District Surveyor to report)

9. Finance and General Purposes:

None.

10. Consideration of any Reports from the Clerk or other Officer:

- 10.1 Ballacurn Trust Properties – Update (CEO to Report)
- 10.2 Department of Infrastructure – Weed Spraying (CEO to Report)

11. Consideration of any relevant correspondence (already circulated unless indicated):

- 11.1 City of Douglas Civic Service (Appendix 11.1)

12. To answer any questions asked under Standing Order 25:

None.

13. To answer any Motions in the order in which notice has been received:

None.

14. Environmental and Technical Services:

- 14.1 Lead Member Report – Quarter 1 (Appendix 14.1)
- 14.2 (P) Springfield Court Refurbishment Options (Appendix 14.2)

15. Housing Matters:

- 15.1 Social Housing Allocations Undertaken (Appendix 15.1)
- 15.2 Lead Member Report – Quarter 1 (Appendix 15.2)
- 15.3 (P) Pet Policy – Additional Pet Request (Appendix 15.3)
- 15.4 (P) Parking Permit Request for One Extra Space – Heywood Court Sheltered Housing Complex (Appendix 15.4)
- 15.5 (P) Parking Permit Request for Three Extra Spaces – Heywood Court Sheltered Housing Complex (Appendix 15.5)

16. Chairman's Announcements:**Dates for Diary:**

Date	Organisation	Event	Time
12 th July 2026	The Friends of Onchan's Heritage	Heritage Service – Abbeylands Chapel	3:00 pm
13 th July 2026	Onchan District Commissioners	Board Meeting	7:00 pm
14 th July 2026	Onchan District Commissioners	(P) Ørsted Meeting	6:30 pm
27 th July 2026	Onchan District Commissioners	Board Meeting	7:00 pm
4 th August 2026	Onchan District Commissioners	Commissioners Surgery – Springfield Court	2:00 pm to 3:00 pm
10 th August 2026	Onchan District Commissioners	Board Meeting	7:00 pm

17. Any other URGENT business as authorised by the Chair for consideration

PLANS LIST

Board Meeting to be held on Monday 13th July 2026

The Lead Member of Environmental and Technical Services and the District Surveyor have viewed the applications and recommend the following:-

	Applicant/Address	Description
PA 26/00396/B Return Date 10/07/2026	Mr Joseph Bond 27A Birch Hill Avenue Onchan IM3 4EP	Erection of single storey extension to southeast elevation of existing dwellinghouse with associated alterations to doors and replacement of roof, extension of hardstanding with formation of additional off-street vehicular parking
	<i>For Members' Consideration</i>	

Alyson Crellin

From: Admin
To: Admin
Subject: FW: City of Douglas Civic Service - 27th September 2026

From: [REDACTED]
Sent: 02 July 2026 10:33
To: [REDACTED]

Subject: City of Douglas Civic Service - 27th September 2026

You don't often get email from cgibson@douglas.gov.im. [Learn why this is important](#)

Dear Clerk to the Commissioners

I am writing to advise that the annual City of Douglas Civic Sunday Church Service is to take place at 10:30am on 27th September 2026 at St Matthew's Church, North Quay, Douglas.

Formal invitations, setting out further details, will be sent out nearer the date, but it is hoped that this advance notice will assist in allowing you to diarise the event amongst your other commitments.

Yours sincerely



CHIEF EXECUTIVE

Kind regards

[REDACTED]

[REDACTED]
Secretary / Office Support
Douglas City Council
City Hall, PO Box 2, Douglas, Isle of Man
IM99 1AD

[REDACTED]

www.douglas.gov.im

Environmental and Technical Services

Quarter 1 Update – 2026/27

Reporting period: 1 April – 30 June 2026 \ **Report author:** Lead Member for Environmental and Technical Services \ **Date:** 13 July 2026

Overview

This report provides a summary of key Environmental and Technical Services activities during Quarter 1 of the 2026/27 financial year. It highlights progress on major projects, essential maintenance works, and service performance across the Surveyors Department.

Major Projects and Improvements

Elm Tree House

The initial phase of refurbishment works at Elm Tree House has been completed. Officers are currently seeking quotations for roof refurbishment works, planned for summer 2026. External funding of **£30,857** has been secured from the Department for Enterprise through the Town and Village Regeneration Scheme. Following this contribution, approximately **£80,000** remains in the allocated project budget to complete outstanding works.

Onchan Park

Further design work is underway following the Extraordinary Board Meeting held in November 2025. Outline drawings for smaller improvement projects are being prepared and will be considered by Members before detailed costings are confirmed. Funding will be needed for professional services to advance the scheme.

Several areas within the park require attention, including ageing footpaths, car parking surfaces, lighting, and parking provision. To address safety and condition concerns ahead of the 2026 season, contractors have been instructed to carry out essential repairs.

Street Lighting Improvements

Caspian Ltd have been appointed to carry out NDT (non-destructive testing) to all of the Authorities existing street lighting columns, this will identify areas of high risk. Part of the testing will require work on the A18 Mountain Road and traffic management has been approved for 22nd July.

Phase 1:

Manor Park:

Officers are progressing arrangements to complete the Manor Park element of the scheme. Engagement with affected residents is ongoing to clarify land ownership responsibilities and lighting standards.

Phase 2:

To date Sunnybank Avenue, Willow Close, Hazel Close and part of Highfield Crescent have been completed. Contractors will be progressing onto Sea Field Close and Sea Field Crescent.

As of 30/06/2026 the expenditure was £184,212.46 which represents 20.53% of the projects budget this expenditure includes the bulk of materials and contractors to date.

Kenyon's

Plans for the proposed extension to Kenyon's have been submitted to planning for review. If the scheme is approved a Building Regulations application will be completed and a tender will issued to interested contractors.

Parks, Environmental Services and Open Spaces

Centenary Park

Following refusal of a Certificate of Lawful Use, a full planning application was submitted and approved. Officers are now seeking quotations to deliver the approved landscaping and material bay layout.

Recycling Bring Banks

Two alternative sites are being reviewed following the removal of the recycling facility at Port Jack. Options and costs will be presented to the Board during the budget-setting process, taking account of the Island's emerging 10-year Waste Strategy.

Bumper Boats

New engine mounts and lifting equipment have been installed. Staff feedback indicates improved reliability and operation.

Weed Spraying

The annual weed-spraying program is ongoing. An online interactive map is available on the Authority's website, allowing residents to view spray dates for individual roads. The first program spray has been completed and the second programmed spray started week commencing 6th July.

Probation Service Partnership

Partnership working with the Isle of Man Probation Service continues to provide valuable additional support within parks and open spaces. During the quarter, the Authority benefited from **458 hours** of unpaid work across four placements, which is approximately 12.2 weeks equivalent to a full time position.

Play Parks

Officers are currently seeking prices for consideration at Budget setting for replacement play equipment at Onchan Park and the Rec. A paper is also being prepared for the consideration of the replacement equipment in Onchan Park, but will be considered in line with the wider options.

The PIPA play audit has been commissioned and PIPA have confirmed they are provisionally looking at attending on 9-12th August.

Service Performance Summary

- **Report a Problem:** 84 issues reported online; 70 resolved within the reporting period.
- **Dog Fouling:** No reports received.
- **Overgrown Vegetation (Section 51):** 10 notices issued; 6 resolved.
- **Open Land Maintenance (Section 14):** No notices required.
- **Street Lighting Faults:** 7 reported; 7 repaired to date.
- **Building Regulations:** 34 applications received (including regularisations); 23 approvals issued. Associated fee income received or pending totals over **£12,900**
- **Search Requests:** 46 searches processed in conjunction with Finance.
- **Refuse and Parks Teams Works Orders:** 91 works orders issued outside routine duties; 77 completed.

Refuse and Recycling

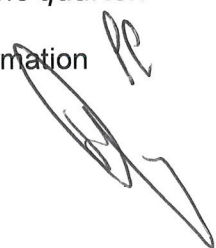
Refuse and recycling weights for the reporting period are provided in **Appendix A** for information.*

**Domestic Weights for June not available at time of publish, weights to be included in the next quarter report.*

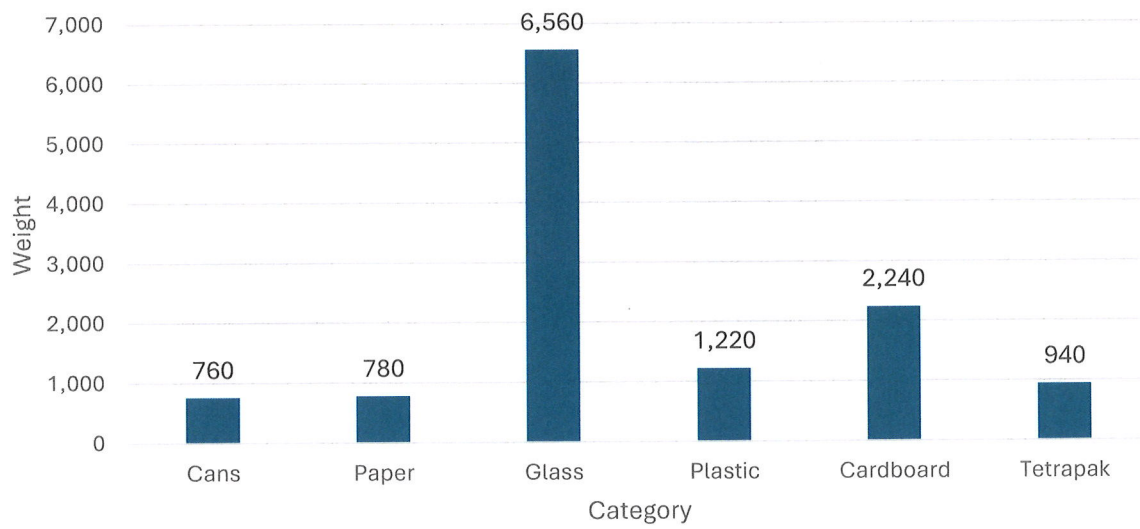
This report is intended to provide a concise public overview of services and works delivered during the quarter.

For members information

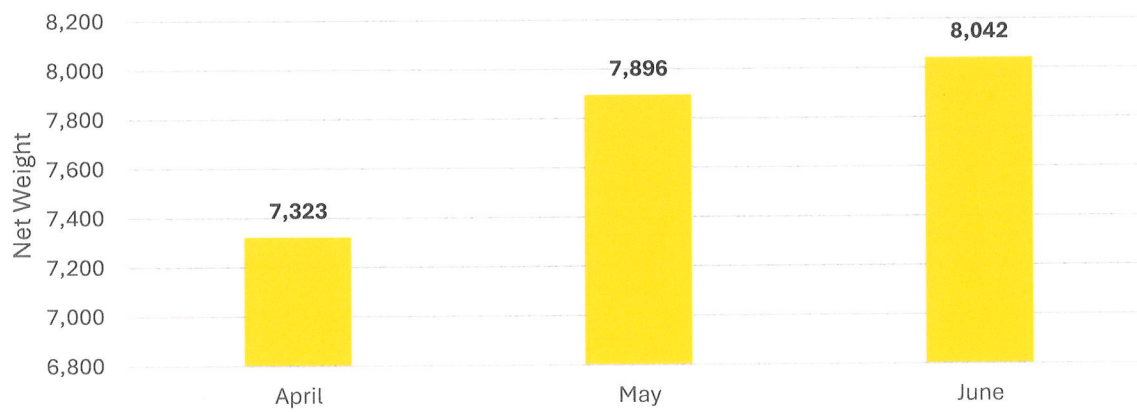
Andrew Gibson



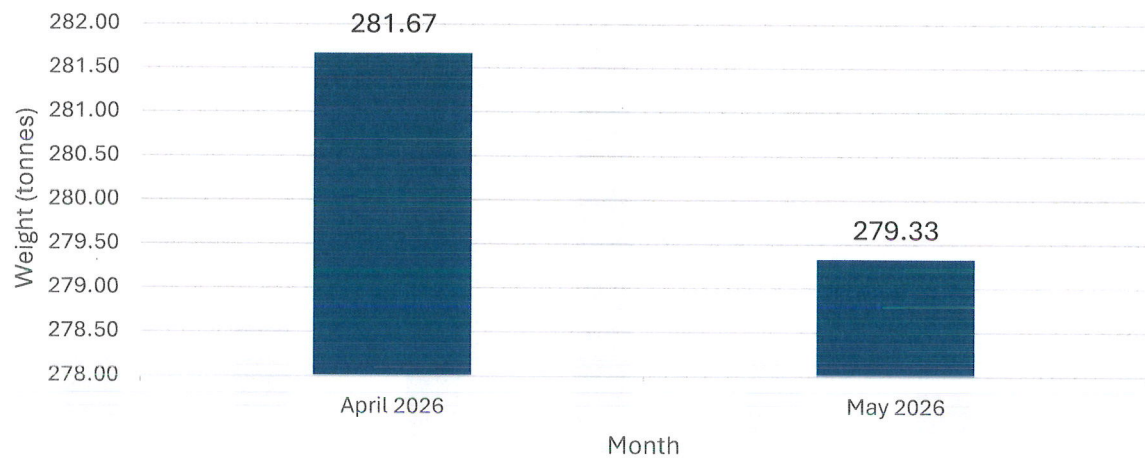
Q1 Recycling Weights by Category 2026



Q1 Total Commercial Weights 2026



Q1 Domestic Weights - April and May 2026





MEMORANDUM

Report to:	Board of Onchan District Commissioners
Reporting Officer:	Housing Manager
Date of the Meeting:	13 th July 2026
Subject:	Social Housing Allocations Undertaken
Public or Private Document:	Public

Introduction:

This is a summary of allocations undertaken for the first quarter period between 6th April 2026 to 28th June 2026.

Previously Considered by the Board:

C21/08/02/18(1) – Housing Allocations - reporting format.

Summary of allocations considered on a rolling quarterly basis.

Recommendation/s or Action/s Taken:

6 allocations have been undertaken (1 Sheltered and 5 General Housing).

Applicant Reference Key:

- HA – housing applicant. Prospective tenant on the Authority's waiting list.
- TG – transfer general. Existing tenant wishing to transfer properties.
- SHA – sheltered housing applicant. Prospective tenant on the Authority's waiting list.

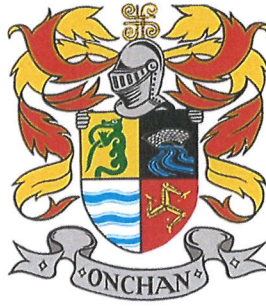
Handover Date	Address	Type	Applicant Reference
<i>General Housing</i>			
19/04/26	02/47	3 Bed House	HA 5073
24/05/26	09/71	2 Bed Bungalow	TG 490
26/04/26	10/60	3 Bed House	HA 5054
14/06/26	10/15A	1 Bed Flat	HA 3899
26/04/26	13/56	3 Bed House	TG 428

Sheltered Housing			
26/04/26	E1/05	1 person, First Floor EPC	SHA 585
Supporting Rationale:			
Report submitted in line with the request of the Board.			
Alternatives Considered but not Recommended:			
Not applicable.			
Standing Orders:			
Schedule B – Housing.			
Resource Impact:			
Not applicable.			
Financial Impact:			
None of the properties listed required further approval in line with the Board's Void Policy.			
Legal and/or Insurance Impact:			
Not applicable.			
Equality Impact:			
Allocations approved in line with uniform criteria set through Tynwald approved Policies: • Public Sector Housing (General Needs) (Allocation) Policy 2019. • Public Sector Housing (General Needs) (Allocation) (Amendment) Policy 2019. • Public Sector Housing (Older Persons) (Allocation) Policy 2019.			
Climate Change Impact:			
Not applicable.			
Consultation with Others:			
Consultation with: • Onchan District Commissioners – Lead Member for Housing, Chief Executive/Clerk, Property Maintenance Manager, and Housing Officer. • Housing waiting list and transfer applicants. • Supporting health/welfare professionals where appropriate.			

General Data Protection Regulations and/or Confidentiality Impact:
The report is anonymised to prevent an individual being identifiable under the General Data Protection Regulations.
Appendices:
None.

For Members' Attention.


R. Phizulov
 **A.S. Gale (Mrs)** CIH(5), CIHCM, CMgr MCM/
Housing Manager



MEMORANDUM

Memorandum to:	Board of Onchan District Commissioners
Reporting:	Lead Member for Housing
Date of the Meeting:	13 th July 2026
Subject:	Housing – Quarterly Report (Quarter 1)
Public or Private Document:	Public

This document covers quarter 1 reporting period for the period 6th April 2026 to 28th June 2026.

1. MAINTENANCE OF PUBLIC SECTOR HOUSES

1.1 Projects in Progress

i. Springfield Court – Refurbishment

No updates to report. The District Surveyor and the Property Maintenance Manager are working on the next stages of the Department of Infrastructure's Petition Procedures. The District Surveyor is preparing a report for the Board to consider options, with the latest cost forecasts including before proceeding to the next capital stage.

ii. Springfield Court Phase 1 – UPVC Windows and Doors Replacement

The contractor, NK Construction Limited is on site. The project is now completed.

iii. Scheme 10 Inner Barrule Drive and Ballachrink Drive – Refurbishment

The Contractor is NK Construction Ltd. The project is progressing well, with work continuing on the third block. Currently, the works on the first block include installation of the external wall, solar panels, and new roof coverings. The drainage diversion works are nearing completion, and the demolition of 11a has been completed to allow for work to progress on building the two new flats. Drainage diversion works completed with the 2 x new apartments currently being built and blockwork up to first floor level.

1.2 Voids (Vacant Properties)

The reporting period has recorded 13 void properties returned to the Authority. 7 of these properties have now been allocated, with new tenants successfully moving in, and the remainder are currently going through the allocation process.

This is split as follows:-

- 10 General Housing; and
- 3 Sheltered Housing.

There is ongoing pressure on the maintenance budget rollover, linked to a rise in properties moving from long-standing tenancies into the full 12 week void cycle rather than being completed quickly. Extended void periods necessitate additional repair and preparation work, leading to increased expenditure, void rent loss and further budget strain.

1.3 Maintenance Costs

As previously reported, maintenance costs have been heavily affected by the high number of empty properties and the rising cost of building materials.

Every empty property requires work before it can be re-let, including repairs and compliance checks. With materials becoming more expensive, this has increased overall spending. If this trend continues, there is a risk that the maintenance costs will exceed the budget.

Although these void periods allow us to improve properties before new tenants move in, they also play an important role in helping to meet housing demand and create movement within the existing stock and housing waiting list.

2. MANAGEMENT AND CONTROL OF HOUSING WAITING LISTS

2.1 Waiting Lists:

As of 30th June 2026, there are 117 live applications on the Authority's social housing waiting list. The list is split as follows:-

- 66 general housing;
- 33 sheltered housing; and
- 18 transfer requests.

Waiting Lists Housing Needs Breakdown:

General housing is split as follows:-

- 36 applicants require 1 Bed;
- 36 applicants require 2 Beds;
- 9 applicants require 3 Beds; and
- 3 applicants require 4 Beds.

Sheltered housing is split as follows:-

- 28 applicants require 1 bed.
- 5 applicants require 2 beds.

3. TENANCY MANAGEMENT

3.1 Anti-Social Behaviour

There has been three reports of anti-social behaviour this quarter:

- (a) Case 1 – Sensor Light Nuisance. Amicable solution found. No further action taken.
- (b) Case 2 - Neighbour Harrassment. Individual encouraged to report the matter to the Police. - Monitoring.
- (c) Case 3 – Noise Nuisance. Liaison with the Police and support worker. Monitoring.

3.2 Administration:

During the reporting period, a range of administrative tasks continue to be undertaken to support effective tenancy and housing management.

A total of 23 tenancy reviews were completed for a variety of reasons.

Management of the Housing Waiting List continues, including annual reassessments of applicants' circumstances, liaison with health and welfare professionals, and engagement with third sector agencies.

There has been a noticeable increase in enquiries for the housing waiting list, reflecting ongoing cost of living pressures and the impact this is having on households seeking affordable housing options.

There have been four referrals to the Eastern Wellbeing Partnership:-

- 1 case progressed to Adult Safeguarding, which resulted in an Initial Planning Meeting attended by multi-agency professionals. Support arrangements are in place, with the relevant services involved to assist in managing this complex case. The situation continues to be closely monitored.
- 3 cases are being supported through referrals to the appropriate health and welfare professionals.

Safeguarding is everyone's responsibility within the community.

For example, concerns raised by a neighbour have enabled prompt action to be taken, ensuring that issues were quickly escalated and that individuals could access the support they needed.

The team is committed to a proactive approach, responding to concerns in a timely manner as they arise, while maintaining a high standard of professionalism at all times.

3.3 Garden Maintenance

Public Sector Housing Estate inspections are currently being undertaken across the area. As a result of these inspections, a number of residents will be issued notifications advising that their outdoor spaces require attention and maintenance.

Residents are reminded of their responsibility to ensure that gardens are kept in a clean, tidy, and manageable condition in line with tenancy agreements.

3.4 Formal Complaints

None.

3.5 Rent Arrears

The Housing and Finance Team continue to actively manage rent accounts, with a focus on early engagement and supporting tenants to sustain tenancies. This includes

ongoing monitoring of arrears and working constructively with tenants to agree realistic repayment arrangements.

Early intervention remains key in preventing arrears from escalating and helps minimise the need for formal recovery action and associated costs.

A rent report was previously circulated to Members, with a further update presented at the Board meeting held on 15 June 2026 (Minute reference C26/06/02/18). An additional update will be included within the quarterly performance report scheduled for circulation on 27 July 2026.

Legal action is pursued where all other avenues have been exhausted.

- One possession case was heard by IOM Courts in May, and the Authority were awarded a Possession Order with eviction proceedings. The Court Order also included court costs and an instalment order.
- One possession case is due to be heard in July.

There are a number of high debtors where the Authority continues to try to recover these debts via the Courts and off-island agencies.

4. LAND FOR HOUSING

Following advertising for expressions of interest for future housing projects published in November, updates are given below:-

4.1 Land on Whitebridge Road – This property is no longer for sale.

4.2 Meadow View bungalows – Ballacurn Trust. Formal expression of interest was submitted to the Department of Infrastructure. Awaiting an update. Condition surveys and further information regarding a potential purchase are due to be received from the Isle of Man Government.

4.3 Hayden Minay Garage, Church Road

Approach has made regarding the Hayden Minay garage site. Owners to provide an update at some stage regarding their plans to sell. Planning application submitted by the owners to change the use of the site. Further update to be obtained once the planning application has been approved or refused.

5. STRATEGIC AND POLICY

5.1 Void Policy

No maintenance works to report that fall under the void policy for approval.

5.2 Housing Strategy

Further additions have been made to the draft document, and is currently awaiting review by the Chief Executive/Clerk, District Surveyor and Chief Finance Officer to finalise before consideration by the Board.

5.3 Amendments to Public Sector General Needs Housing Income Thresholds

A report on the consultation has been submitted. The Department of Infrastructure are hoping that consideration will be held in the July sitting of Tynwald before the current administration closes.

5.4 Communal Areas Policy

This was approved by the Board on 1st June 2026. The policy has been circulated to the residents of both Springfield Court and Heywood Court.

Report submitted for your information.

Lead Member for Housing
Scott Wilson