

ONCHAN DISTRICT COMMISSIONERS

*Hawthorn Villa,
79 Main Road, Onchan.*

ORDINARY MEETING

13th October 2022

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:

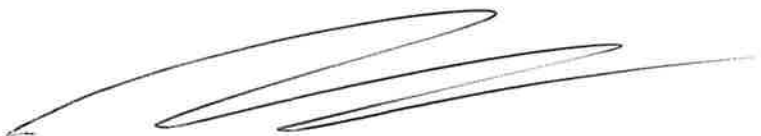
Monday 17th October 2022

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. 24 unless varied by the Chairman at his discretion (with the exception of items 1, 2, 3 or 4 which cannot be varied) or by a resolution duly moved and seconded and passed on a motion which shall be moved and put without discussion.

1. To choose a person to preside if the Chair and Vice-Chair be absent.
2. To deal with any business required by statute to be done before any other business.
3. To approve as a correct record and sign the Minutes of the:-
 - 3.1 Minutes of the Ordinary Meeting held on Monday 3rd October 2022 (Appendix 3.1)
 - 3.2 (P) Minutes of the Staffing Meeting held on Monday 3rd October 2022 (Appendix 3.2)
4. To dispose of any relevant business arising from such minutes if not referred to in the Minutes of any Special Committee:-

None.
5. To dispose of any relevant business adjourned from a previous meeting:-

None.
6. To deal with any business expressly required by statute to be done:-

None.
7. To consider any planning decisions/communications from the Department of Infrastructure Planning Committee:-

7.1 Plans for Consideration

(Appendix 7.1)

	PA Reference	Applicant/Address	Return Date
(a)	PA22/01124/B	Mr S Howarth - 11 Laurel Avenue	4 th November 2022
(b)	PA22/01142/B	Mr & Mrs R Welch - Conister, Hillberry Road	21 st October 2022
(c)	PA22/01237/C	Miss K M Druggan - Field 534504, Sunnyside, Whitebridge Road	28 th October 2022
(d)	PA22/01262/LAW	Mr D Bird - Glen Bower, Little Mill Road	28 th October 2022

8. Finance & General Purpose Matters:-

- 8.1 (P) Commercial Rent Arrears (Appendix 8.1)
- 8.2 (P) Housing and Garage Rent Arrears (Appendix 8.2)

9. Consideration of any report from the Clerk or other Officer:-

- 9.1 Guidance on the use of Closed Circuit Television (Appendix 9.1)
 9.2 (P) Commercial Tenancy – 12 Elm Tree Road (Appendix 9.2)
 9.3 (P) Springfield Court Refurbishment (Appendix 9.3)

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

- 10.1 Local Authority – Deputy Returning Officers (Appendix 10.1)

11. To answer questions asked under Standing Order 34:

To be confirmed.

12. To consider Motions in the order in which notice has been received:-

(Note: See Standing Order No. 26)

- 12.1 Motion of No Confidence (Appendix 12.1)

13. Environmental & Technical Services Matters:-

None.

14. Housing Matters:-

- 14.1 Housing Allocation – Update (Appendix 14.1)
 14.2 Income Threshold - General Housing (Appendix 14.2)
 14.3 (P) Annual Housing Report (previously circulated)

15. Chairman's Announcements:-**Dates for Diary**

Date	Organisation	Event	Time
17 th October 2022	Onchan District Commissioners	Board Meeting	7:00 pm
23 rd October 2022	Onchan Baptist Church	Harvest Thanks Giving	10:00 am
23 rd October 2022	Abbeylands Methodist Church	Harvest Festival Services – Abbeylands Methodist Chapel	3:00 pm & 6:30 pm
24 th October 2022	Onchan District Commissioners & Members of the House of Keys for Onchan	Joint Political Meeting	6:30 pm
24 th October 2022	Abbeylands Methodist Church	Harvest Festival Service & Supper – Abbeylands Methodist Chapel	7:00 pm

31 st October 2022	Onchan District Commissioners	Board Meeting	7:00 pm
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16. Any other URGENT business as authorised by the Chair for consideration:-

PLANS LIST

Board Meeting to be held on 17th October 2022

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

Planning Application	Applicant/Address	Description
PA22/01124/B Return Date 04/11/22	Mr S. Howarth 11 Laurel Avenue	Alterations and Extension.
	<i>Recommendation – Defer (notify 9 Laurel Avenue)</i>	
PA22/01142/B Return Date 21/10/22	Mr & Mrs R. Welch Conister, Hillberry Road	Replacement dwelling with attached double garage, creation of a turning area and widening of existing vehicular access.
	<i>Recommendation – Defer (notify 12 & 12a Birch Hill Grove & The Haven, Hillberry Road)</i>	
PA22/01237/C Return Date 28/10/22	Miss K.M. Druggan Field 534504, Sunnyside, Whitebridge Road	Additional use of fenced paddock for private dog walking (retrospective).
	<i>Recommendation – Approve</i>	
PA22/01262/LAW Return Date 28/10/22	Mr D. Bird Glen Bower, Little Mill Road	Certificate of lawful development for erection of a tree house.
	<i>Recommendation – Approve</i>	

MEMORANDUM

To:	ONCHAN DISTRICT COMMISSIONERS
From:	CHIEF EXECUTIVE/CLERK
Ref:	GUIDANCE ON THE USE OF CLOSED CIRCUIT TELEVISION
Date:	3 rd October 2022

Dear Commissioners

This purpose of the new policy is to give guidance for tenants who are seeking permission to install a Closed Circuit Television (CCTV) or other video capturing device at their home, e.g. ring door bells. It is also to be referred to by our staff when assessing application.

Please find attached the Guidance on the Use of CCTV for Social Housing for your attention.



R. PHILLIPS
CHIEF EXECUTIVE/CLERK

Attach



**ONCHAN
DISTRICT
COMMISSIONERS**

Aim: This guidance is for Tenants seeking permission to install a Closed Circuit Television (CCTV) or other video image capturing device at their home. It is also to be referred to by our staff when assessing applications.

GUIDANCE ON THE
USE OF CLOSED
CIRCUIT
TELEVISION
(CCTV) FOR
SOCIAL HOUSING

DRAFT

Policy Date: October 2022
Review Date: October 2022

Onchan District Commissioners



Guidance on the use of CCTV for Social Housing

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Policy Review - History:

Please be aware that a hard copy of this document may not be the latest available version, which is available in the Authority's document management system, and which supersedes all previous versions.

Those to whom this policy applies are responsible for familiarising themselves periodically with the latest version and for complying with policy requirements at all times.

Acknowledgement to Red Kit Community Housing

Effective from:	Replaces:	Originator:	Page X of Y
October 2022	New	Chief Executive/Clerk	1 of 7
Board Ratification:			

History or Most Recent Policy Changes – MUST BE COMPLETED		
Version:	Date:	Change:
1	12/10/2022	New Document



ONCHAN DISTRICT COMMISSIONERS

Guidance on the use of CCTV for Social Housing

1. **PURPOSE**

This guidance is for tenants seeking permission to install a Closed Circuit Television (CCTV) or other video image capturing device at their home. It is also to be referred to by our staff when assessing applications.

The simplicity of using modern CCTV and image capturing devices means that the legal requirements for capturing and storing personal data can be overlooked. This guidance sets out the legal requirements that tenants must follow and our expectations as a landlord.

2. **INTRODUCTION**

There has been recent growth in affordable home video security products available to the general public. Many of the products are wireless, using home wifi networks to capture and store information and images. Their ease of installation and use means that they are an affordable security enhancement for many members of the public including our tenants.

Brands such as Ring, Nest and Yale sell devices which resemble traditional CCTV cameras, but also devices which locate a camera inside a doorbell. Owners can then have live and recorded images at their fingertips on their mobile phone or computers.

Onchan District Commissioners recognises that some of our tenants and leaseholders will feel more secure if they install CCTV in order to deter crime or if they have been experiencing anti-social behaviour.

We also recognise that neighbours may find the erection of a CCTV camera on their neighbours' home a breach of their privacy. Please be aware that if you install CCTV without our permission, or do not follow the conditions highlighted in this document regarding its installation, cost and use, then this may have legal consequences for you by being a breach of your tenancy or lease agreement and also the law relating to Data Protection.

3. **USE OF CCTV AND VIDEO IMAGE CAPTURING**

CCTV can be a good tool to prevent crime and Anti-Social Behaviour (ASB), however there are often cheaper and more effective options.

If you are a victim of ASB we would advise you to speak to one of the following:

- The Housing Manager at Onchan District Commissioners;
- The Eastern Neighbourhood Policing Team at Douglas Police Headquarters;

We recommend you talk to one of the specialists above before going to the expense of a CCTV system.

You can report ASB to the Police and to Onchan District Commissioners.

4. **LEGAL REQUIREMENTS**

The Information Commissioner's Office (ICO) is the Island's independent body set up to uphold information rights. The ICO tells you that if you're thinking of using a domestic CCTV system then you need to make sure you do so in a way that respects other people's privacy.

The ICO explains that if you set up your system so it captures only images within the boundary of your private domestic property (including your garden), then the data protection laws will not apply to you.

If your system captures images of people outside the boundary of your private domestic property – for example, in neighbours' homes or gardens, shared spaces, or on a public footpath or a street, then the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (DPA18) will apply to you. You will need to ensure your use of CCTV complies with these laws.

If the installation of your system requires you to comply with Data Protection laws and you don't, legal action may be taken against you.

The General Data Protection Regulation (GDPR) The General Data Protection Regulation (GDPR) is a legal framework that sets guidelines for the collection and processing of personal information from individuals.

The GDPR sets out seven key principles:

- Lawfulness, fairness and transparency
- Purpose limitation
- Data minimisation
- Accuracy
- Storage limitation
- Integrity and confidentiality (security)
- Accountability

5. **DATA PROTECTION ACT 2018**

The main law that governs the use and installation of CCTV is the Data Protection Act 2018. The Act gives everyone the right to see information you captured about them.

It also sets strict rules that CCTV operators must follow when they gather, store, and release CCTV images of individuals.

There is detailed guidance available on the Information Commissioner's Office website – <https://www.inforights.im/>

6. HUMAN RIGHTS

What the CCTV can view and record is very important. Whilst it is lawful for CCTV cameras to be installed in and outside homes for security purposes, the manner in which the CCTV is used, in particular where the camera views area outside the boundaries of the property, may have legal consequences.

Cameras being deliberately trained on a neighbour's property could amount to harassment and a breach of their fundamental human rights.

The Human Rights Act (HRA) covers an individual's right to privacy.

The HRA gives fundamental rights and freedom to everybody, this Act is based on the European Convention on Human Rights (ECHR) and in Article 8 it states that:

"Everyone has the right to respect for his private and family life, his home and his correspondence"

The right to respect for private and family life means that CCTV and all other image capturing devices should be positioned so that they only observe activities within the boundaries of a particular property and not any neighbouring property or other public areas.

7. IS CCTV OR VIDEO IMAGE CAPTURING THE RIGHT SOLUTION FOR ME?

Most people who choose to install CCTV do so primarily to deter would-be intruders from trespassing onto or breaking into their homes.

Before installing CCTV you should check that its use is necessary and not disproportionate, for example:

- Do I really need a camera to address my security concerns?
- Would extra lighting or sensor lighting be as effective?
- Is there an alternative to a camera?
- Is there anyone who could advise me about alternatives?
- What is the most privacy friendly way to set it up?
- Can I avoid intruding into my neighbours' property?

If your camera covers, even partially, any areas beyond the boundaries of your property, such as neighbouring gardens or the street (this will include any communal areas such as shared gardens and paths), then it will no longer be exempt from the Data Protection Act.

8. REQUESTING PERMISSION IF YOU LIVE IN A FLAT

You must obtain written permission from Onchan District Commissioners before installing CCTV or other video image capturing devices. Permission will not be granted except in exceptional circumstances. This is because most, if not all, video cameras for flats will capture images of communal areas. We must balance the privacy rights of our other tenants and the general public whose images would be captured.

REQUESTING PERMISSION IF YOU LIVE IN A HOUSE

You must obtain written permission from Onchan District Commissioners before installing CCTV or other video image capturing devices. Permission will be considered when it can be demonstrated that the camera will not capture images beyond the garden of the home.

If images can be captured of public or any area outside of the property then applicants must demonstrate that Data Protection law will be complied with and the guidance from the ICO will be met in full.

The guidance from the ICO is set out in the table below.

If you are capturing images beyond your property boundary, you should have a clear and justifiable reason for doing so. In particular, you will need to think why you need these images.

If asked by an individual or the ICO, you will need to be able to explain your reasons. You should also write down why you think capturing the images is more important than invading the privacy of your neighbours and passers-by.

You will also need to:

- Let people know you are using CCTV by putting up signs saying that recording is taking place, why and how to contact the 'Controller'
- Ensure you don't capture more footage than you need to achieve your purpose in using the system.
- Ensure the security of the footage you capture – in other words, holding it securely and making sure nobody can watch it without good reason.
- Only keep the footage for as long as you need it – delete it regularly, and when it is no longer needed.
- Ensure the CCTV system is only operated in ways you intend and can't be misused for other reasons. Anyone you share your property with, such as family members who could use the equipment, needs to know the importance of not misusing it.

You also need to make sure you respect the data protection rights of the people whose images you capture.

This includes the following things:

- Responding to subject access requests (SARs), if you receive any. Individuals have a right to access the personal data you hold about them, including identifiable images. They can ask you verbally or in writing. You must respond within one calendar month and give them a copy of the data.
- Deleting footage of people if they ask you to do so. You should do this within one month. You can refuse to delete it if you specifically need to keep it for a genuine legal dispute – in which case you need to tell them this, and also tell them they can challenge this in court or complain to the ICO.
- Consider any objection you get now from particular people about capturing their image in the future. Given the nature of CCTV systems, this may be very difficult to do. However, you should again think whether you need to record images beyond your property boundary – particularly if your system is capturing images from a neighbour's home or garden.
- Consideration to any blocking view to windows and gardens, as there is no justification for this.

10 HOW WE WILL ASSESS REQUESTS FOR PERMISSION?

The Housing Team will be responsible for administering requests for permission. As part of the process to reach a decision, the Property Maintenance Manager may contact you or visit your home to inspect the location of the CCTV camera and agree on the installation requirements to the building.

All requests will be assessed on a case by case basis.

In granting permission, the following criteria will be taken into consideration:

- Do you live in a house or a flat?
- Will images be captured beyond the boundary of the property;
- The reason for the request;
- What other action has been taken to resolve the matter;
- Support from any other agency/organisation;
- Will this be a temporary or permanent measure;
- The number of cameras being requested;
- The dimensions of the equipment including how much it will protrude from the wall;
- The impact on the appearance of the building and the area;
- Will all GDPR, Data Protection Act and Human Rights Act requirements be met?

11 CONDITIONS ATTACHED TO APPROVAL

If approval is given, the following conditions will apply:

- The installation must be carried out by a competent person;
- The CCTV must be securely fixed on an external wall and adequate care must be taken to ensure that the fabric of the building is not damaged or altered;
- The camera must not be remotely controlled i.e. it cannot be moved left or right remotely or zoomed in or out using a controller;
- The CCTV footage must be made available to the Police if it is needed to help with any investigation of crime and/or anti-social behaviour.
- The CCTV must be removed at the end of the tenancy and any damage to the property repaired. The home must meet our Home Return Standard.

You will receive our decision in writing and a record of the decision will be recorded on the Onchan District Commissioners' Housing Management System.

We reserve the right to review or withdraw permission should the CCTV or video device be misused or is the subject of a complaint.

Please note that you cannot fit cameras onto any street lighting columns, trees, public buildings or public fencing without written consent from the responsible authority.

12 MAINTENANCE AND COSTS

If you use CCTV or other video image capturing device it will be your responsibility to:

- maintain the equipment, service it and repair it;
- pay for the equipment, installation, ongoing maintenance, servicing and running costs;
- to make good to any damage when removing the CCTV or other video image capturing device, this will include to the external or internal areas of the property where the equipment was attached, cabling passed through, etc;
- pay for any damage caused by the CCTV or other video image capturing device in line with our recharge policy.

We are not responsible for maintaining the equipment, making good any damage when the equipment is installed/removed, or for paying for running costs etc.

13 WILL YOU NEED TO PUT UP A SIGN IF YOU INSTALL CCTV?

You are not required to put up a sign if your camera is not capturing images outside of your property including your garden. If you do capture images of a public place or outside your garden then you would need to put up a sign, however, we are unlikely to give you permission to install the CCTV where this is the case:

Even if you are not required by law to put up a sign, informing people they are entering an area covered by CCTV is strongly advised and may help should a claim be made against you that you are making inappropriate use of your CCTV cameras.

14 OTHER WAYS TO STAY SAFE

Many people think the idea of CCTV is comforting, especially if they have been the victim of crime, or there have been a spate of burglaries or antisocial behaviour in the neighbourhood. But there are other (much simpler and cheaper) ways for the customer to stay safe and protect their home against crime that will not put the customer on the wrong side of their tenancy agreement or data protection laws.

Follow these simple home security tips and IOM Constabulary and check out their website for more useful advice. <https://www.iompolice.im/advice/personal-safety-crime-prevention/>

- Always lock doors and windows when you leave home, especially if you live on the ground floor. And if you live in a flat ensure communal doors are always closed.
- Keep cycle stores, sheds and other covered areas locked and secured.
- Make your valuables such as bikes and electrical items less attractive to thieves by using a UV pen to mark them. The mark only shows up when illuminated with a UV (ultra violet) light and will help police to scan any recovered stolen goods.
- Join your local Neighbourhood Watch to help keep potential criminals out of the area.
- Never leave packaging from expensive items outside your front door as this could be an invitation to burglars to break in.

15. FURTHER GUIDANCE

Further guidance The Information Commissioner's Office (ICO) offers further guidance about domestic CCTV use; <https://www.inforights.im>

This guidance is to be implemented in conjunction with the following:

15.1 Tenancy Agreement

The individual Tenancy Agreement will specify the responsibility of both Onchan District Commissioners and the customer for repairs to the property.

15.2 Recharge Policy

Policy Drafted and awaiting approval.

15.3 Legal/Policy Framework

- General Data Protection Regulation (GDPR)
- Human Rights Act 2001
- Data Protection Act 2018

16. DATA PROTECTION

16.1 CCTV on domestic property

If you install CCTV on domestic property, you should avoid capturing neighbours' properties as this intrudes upon their privacy. Many CCTV systems come with **audio recording** facilities. Audio recording is particularly privacy intrusive and should be disabled.

The DP law does NOT apply to CCTV that only records images of individuals who are:

- inside your domestic property; or
- within the boundary of your domestic property

as this will be for purely personal or household activities.

The Data Protection Law DOES apply to CCTV installed at a domestic property in all other circumstances and you should read the CCTV guidance for "controllers" to understand the law and all your obligations.

16.2 Controller

If your system captures images of people outside the boundary of your domestic property – for example, in neighbours' homes or gardens, shared spaces, or on a public footpath or a street, then the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (DPA18) will apply to you. You will need to ensure your use of CCTV complies with these laws. If the installation of your system requires you to comply with Data Protection laws and you don't, legal action may be taken against you.

See extract below from the Information Commissioner's website:

Data Controller:

"If a camera or device captures images of people in any public space, such as a footpath, roadway, shared parking area or communal entrance, etc., this does not mean that you are breaching the Data Protection law, but it does mean that you are a "controller".

As a "controller", you must comply with the Data Protection law, including the data protection principles and individuals' rights.

“Controllers” are accountable for the processing of personal data and must:

- display signage advising that CCTV is in operation, which includes details about how the “controller” can be contacted;
- keep CCTV images for no longer than necessary;
- keep CCTV images secure;
- comply with the rights of individuals, in particular the right to request, and be given, copies of their personal data (i.e. CCTV images of them), or request their personal data to be erased.

“Controllers” must also register with the Commissioner, for which an annual fee is payable.

17. COMPLAINTS OF USE OF CCTV

Individuals can complain to the Information Commissioners about the use of CCTV to record their activities (i.e. whether the processing of their personal data complies with the data protection legislation) and the Information Commissioner will take action and may ask you to demonstrate how you comply with the Data Protection law. You should also be aware that other laws that protect individuals from harassment or voyeurism might apply and people may make complaints to the police or local authority.

Individuals may also seek compensation from a “controller” if they suffer any damage by the processing. Private individuals should therefore carefully consider their use of surveillance equipment. Regardless of whether the Data Protection law applies or not, CCTV should be used in a responsible way that respects the privacy of others.”

Further information is available on the Information Commissioner’s Website: <https://www.inforights.im/organisations/data-protection-law-2018/surveillance-equipment/personal-use-of-cctv/> by email to: ask@inforights.im or by calling 693260.

18. EQUALITY AND DIVERSITY

15.1 Onchan District Commissioners are committed to dealing with all tenants in a fair and equitable manner.

15.2 With regard to recharges, we will consider every case on its merits. Circumstances where we may decide to waive the recharge include, but are not limited to:

- where there has been criminal damage to our property, evidenced by a police incident report, but the damage was caused by persons unknown or in a situation of domestic abuse or harassment
- where damage is found following the end of a tenancy and it is considered inappropriate to pursue the former tenant or their next of kin for the charges. Examples include where residents have been moved into hospital or residential care. Where a resident has died, we may seek to recover any costs from the deceased’s estate.
- instances where the customer has significant vulnerability issues, such as a lack of mental capacity.

19. **POLICY REVIEW**

- 16.1 This policy will be reviewed every three years, unless there are significant changes in legislation, regulation, or central or local government guidance.

DRAFT

APPENDIX 1 - GUIDELINES SUMMARY

KEY POLICY PRINCIPLES

Tenants must ask our permission before installing CCTV because we must be sure that the system doesn't break the law or damage any property. We will not withhold permission if the following applies:

- The system covers just your property and nobody else's
- CCTV does not cover communal areas
- The system does not cause damage to neighbouring properties and that any damage is made good
- Suitable signage is installed
- Reasons for the CCTV are provided. We may ask tenants to consider other solutions before giving permission. For example, security lighting and neighbourhood watch schemes.
- That Authorities are able to view the cameras once fitted, at installation or at a later time if requested
- That the system complies with relevant law.

We will not provide consent or may withdraw consent if residents are not meeting these conditions or have not sought prior consent before installing CCTV. If cameras are clearly focused on neighbours' homes or property then this may be deemed as behaviour capable of causing a nuisance or annoyance and is a breach of the terms of the tenancy agreement. In these instances we will ask for the CCTV equipment to be removed and if no action is taken we reserve the right to take legal action to remove it and costs will be re-charged.

Residents are responsible for the images they record and must comply with legislation, for example:

- They can only keep information for as long as necessary;
- They must be able to justify the use of CCTV under the law;
- Their images must be of good enough quality to identify people.

For more information residents can go to the Information Commissioners Office website at <https://www.inforights.im/>

Alyson Crellin

From: Admin
To: Admin
Subject: FW: Local Authority Nominations for Deputy Returning Officers

From: [REDACTED]
Sent: 06 October 2022 10:49
To: [REDACTED]
Subject: Local Authority Nominations for Deputy Returning Officers

Dear Clerk,

In accordance with the relevant legislation, Elections (Keys and Local Authorities) Act 2020 and also Elections (Local Authorities) Regulations 2022, we are seeking nominations from all Local Authorities for appointment as Deputy Returning Officers (DRO) for each Local Authority. We propose to appoint DROs in all Local Authorities as soon as possible so that those authorities who are seeking to hold elections can move forward with this at the earliest opportunity.

Please note that, under the aforementioned legislation, the DRO may not be any member of a local authority but this does not exclude the appointment of Clerk to the Local Authority. Full information on the appointment of DROs is available at section 64 of the Act, linked above for your convenience. If you have any queries in relation to the appointment of a DRO, please feel free to contact us at elections@gov.im.

I would be grateful if you could submit the name and contact information of the person or persons your Local Authority wishes to appoint as Deputy Returning Officer. Please send this information to elections@gov.im at your earliest convenience but no later than **16th November**. If your Local Authority intends to hold an election in the near future, please could you indicate this within your response in case we need to prioritise those appointments.

If you anticipate any significant delay in nominating your DRO, please could you advise our office as soon as possible.

Kind regards

[REDACTED]

[REDACTED]
Crown and Elections Officer
Crown and External Relations Division

Cabinet Office | Government Office, Bucks Road, Douglas, Isle of Man, IM1 3PN.
Tel: 01624 [REDACTED]
Email: [REDACTED]



Cabinet Office
Oik Coonceil ny Shirveishee

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No employee or agent is authorised to conclude any binding agreement on behalf of any of the Departments or Statutory Boards of the Isle of Man Government with any party by e-mail without express written confirmation by a Manager of the relevant Department or Statutory Board.

RAAUE: S'preevaadjagh yn çhaghteraght post-l shoh chammah's coadanyn erbee currit marish as ta shoh coadit ec y leigh. Cha nhegin diu coipal ny cur eh da peiagh erbee elley ny ymmydey yn chooid t'ayn er aght erbee dyn kied leayr veih'n choyrtagh. Mannagh nee shiu yn enmyssagh kiarit jeh'n phost-l shoh, doll-shiu magh eh, my sailliu, as cur-shiu fys da'n choyrtagh cha leah as oddys shiu.

Cha nel kied currit da failleydagh ny jantagh erbee conaant y yannoo rish peiagh ny possan erbee lesh post-l er son Rheyynn ny Boayrd Slattyssagh erbee jeh Reiltys Ellan Vannin dyn co-niartaghey scrut leayr veih Reireyder y Rheyynn ny Boayrd Slattyssagh t'eh bentyn rish.

THIS MOTION NUMBERED _____

DATED 11th October 2022

ONCHAN DISTRICT COMMISSIONERS

MOTION OF NO CONFIDENCE

Proposed by: COMMISSIONER ANTHONY ALLEN

To: Chief Executive/Clerk

Date: 11th October 2022

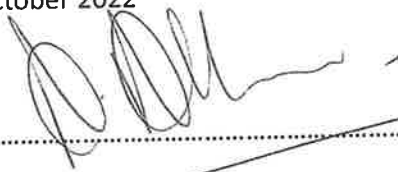
MOTION: When proposed and seconded, stand adjourned without discussion to the next meeting of the ordinary meeting of the Authority to be held Monday 31st October 2022 or unless the Chair in accordance with Standing Order 26.6 allows the motion to be dealt with at the meeting which it is brought forward.

Under the provisions of Standing Order No 32 – Motion of No Confidence

- That the Lead Member for Finance and General Purposes, Mr David Quirk be removed from the position with immediate effect.

This Notice dated 11th October 2022

Signed by:


A handwritten signature in dark ink, appearing to be 'A. Allen', is written over a horizontal dotted line. Below the dotted line is a solid horizontal line.

MEMORANDUM

To:	ONCHAN DISTRICT COMMISSIONERS
From:	HOUSING MANAGER
Ref:	HOUSING ALLOCATION – UPDATE
Date:	30th September 2022

Dear Commissioners

For Member's information, 14 allocations have been undertaken during the period 1st June 2022 to 30th September 2022. (8 Sheltered Housing, 6 General Housing). These allocations have been undertaken with the Lead Member for Housing in line with the Public Sector Housing (General Needs) (Allocation) Policy 2019 and the Public Sector Housing (Older Persons) (Allocation) Policy 2019.

Handover Date	Address	Type	HA Reference
<i>Sheltered Housing Complexes</i>			
30/05/22	E1/07	1 P EPC, Ground Floor	SHA 484
28/07/22	E1/12	1 P EPC, First Floor	SHA 487
04/08/22	E2/56	1 P EPC, Ground Floor	SHA 466
04/08/22	E2/66	1 P EPC, First Floor	HA 4000
08/08/22	E2/46	1 P EPC, First Floor	SHA 488
01/09/22	E3/14	2B EPC, Ground Floor	SHA 461
15/09/22	E1/15	1 P EPC, Ground Floor	SHA 467
06/10/22	E2/33	1 P EPC, Ground Floor	SHA 497
<i>General Housing</i>			
30/06/22	13/09	2 BH	HA 3987
11/07/22	06/59	2BH	HA 4019
21/07/22	10/23A	1 BF	HA 4046
30/06/22	16/07	2 BF	HA 4039
04/08/22	14/66	2 BH	HA 3972
18/08/22	PW/31	3 BH	HA 4053

A.S. Gale (Mrs)
Housing Manager

MEMORANDUM

To:	ONCHAN DISTRICT COMMISSIONERS
From:	CHIEF EXECUTIVE/CLERK
Ref:	INCOME THRESHOLD – GENERAL HOUSING
Date:	3 rd October 2022

Dear Commissioners

Background

Income thresholds are set by the Public Sector (General Housing) (Allocation) Policy 2019 approved by Tynwald.

This policy is used to assess the income thresholds for housing applicants and tenants when reviewing their tenancy.

Current Stance

Tenancy reviews are assessed using the above criteria and that detailed within the Implementation and Management of Fixed Term Tenancies in Public Sector General Housing as approved by the Board on 11th July 2022.

Impact

The current levels set within the guidance document are having an impact on some of our tenants. Recent reviews have affected tenants who are facing an uplift of £47 per week as they are 10% over the income threshold criteria. A single person/joint tenant can be over the 10% threshold but earn less than £60,000 and have to pay the same rent uplift as those earning £60,000.

Review

Any changes to the Policies detailed above require Tynwald approval, so the process may take some time.

- (a) Allocation Policy - There is a need to review the income thresholds set for general housing. When the policy was set the thresholds were not linked with median income, as they are within the policy guidelines for sheltered housing which states *"Income Limits will be reviewed annually to reflect the prevailing median income as published annually by the Economic Affairs Division."* This is to be investigated.
- (b) Fixed Term Tenancy Policy – Investigate the introduction of a tiered system to give a fairer uplift in rent depending on the income threshold.

Consultation

The Department of Infrastructure will take the opportunity to investigate alternatives in calculating the rent uplifts for tenants above the income thresholds upon their review, and once recommendations are in place the Department will seek consultation from Local Authorities as to their suitability.

With the current financial climate and difficulties that tenants face with increased living costs, I am seeking support from the Board to encourage the Department of Infrastructure to review the income thresholds as a matter of urgency.

A.S. Gale CH(4), CIHM, CMgr MCMH
Housing Manager