

BILLET D'ÉTAT

WEDNESDAY, 15th DECEMBER, 2021

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- Election of a Member of the Priaulx Library Council, P.2021/135

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Waste Disposal and Recovery Charges Regulations, 2021

The Wastewater Charges (Guernsey) Regulations, 2021

The Water Charges (Amendment) Regulations, 2021

Emergency Powers (Coronavirus) (General Provision) (Bailiwick of

Guernsey) (No. 11) (Amendment) Regulations, 2021

The Airport Fees (Guernsey and Alderney) Regulations, 2021

The Harbour Dues and Facilities Charges (Guernsey) Regulations, 2021

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Overseas Aid and Development Commission - 2019 Annual Report

BILLET D'ÉTAT

TO THE MEMBERS OF THE STATES OF THE ISLAND OF GUERNSEY

I hereby give notice that a Meeting of the States of Deliberation will be held at THE ROYAL COURT HOUSE, on WEDNESDAY the 15th DECEMBER, 2021 at 9.30 a.m., to consider the items listed in this Billet d'État which have been submitted for debate.

R. J. McMAHON Bailiff and Presiding Officer

The Royal Court House Guernsey

29th November, 2021

P.2021/124

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

STATES' TRADING SUPERVISORY BOARD

APPOINTMENT OF A NON-EXECUTIVE DIRECTOR – GUERNSEY POST LIMITED

The States are asked to decide:-

Whether, after consideration of the policy letter entitled 'Appointment of a Non-Executive Director – Guernsey Post Limited' dated 21 October, 2021, they are of the opinion:-

1. To approve the appointment of Mr Rick Denton as a non-executive director of Guernsey Post Limited with immediate effect.

The above Proposition has been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications in accordance with Rule 4(1) of the Rules of Procedure of the States of Deliberation and their Committees.

of the ISLAND OF GUERNSEY

STATES' TRADING SUPERVISORY BOARD

APPOINTMENT OF A NON-EXECUTIVE DIRECTOR – GUERNSEY POST LIMITED

The Presiding Officer States of Guernsey Royal Court House St Peter Port

21 October, 2021

Dear Sir

1 Executive Summary

1.1 The purpose of this policy letter is to seek the States' approval for the appointment of a new non-executive director to the Board of Guernsey Post Limited (GPL).

2 Background

- 2.1 In accordance with the States Trading Companies (Bailiwick of Guernsey) Ordinance, 2001 (as amended), non-executive directors of the States Trading Companies¹ are appointed by the States upon the nomination of the States' Trading Supervisory Board (STSB).
- 2.2 The role of the STSB in the non-executive director recruitment process has been formalised through its Memorandum of Understanding (MoU) with GPL which was most recently reviewed in 2020. The terms of this MoU provide that the company and the shareholder will agree formal, rigorous and transparent procedures for the appointment of non-executive directors. This includes that GPL must request the STSB's agreement to the qualifying criteria and review with the Board its proposed shortlist of candidates prior to inviting them for interview.
- 2.3 In accordance with the oversight procedures outlined in paragraph 2.2, GPL has recently undertaken an open recruitment exercise to identify candidates for

¹ For the purposes of the Ordinance, only Guernsey Electricity Limited and Guernsey Post Limited are designated as States Trading Companies.

- anticipated vacancies on its Board.
- The recruitment process followed a review of the company's succession plan by GPL in consultation with the STSB. Ahead of this, GPL also undertook an analysis of the skills against which it wanted to recruit and then consulted with the STSB to agree and finalise these. An advert was then placed to seek applications from interested individuals, which were then shortlisted against the agreed set of key criteria.
- 2.5 A total of 14 applications were received and, following the review process, a short list of 3 candidates was put forward for interview by GPL's Nominations Committee.
- 2.6 Following the recruitment process, GPL recommended to the STSB the appointment of Mr Rick Denton as a non-executive director of the company. Having carefully considered this recommendation, the STSB supports the proposed appointment, which GPL is recommending becomes effective immediately. The STSB agrees with that recommendation and therefore nominates Mr Denton accordingly.
- 2.7 A summary of the candidate's curriculum vitae is included in Appendix 1.

3 Compliance with Rule 4

- 3.1 Rule 4 of the Rules of Procedure of the States of Deliberation and their Committees sets out the information which must be included in, or appended to, motions laid before the States.
- 3.2 In accordance with Rule 4(1):
 - a) The States Trading Companies (Bailiwick of Guernsey) Ordinance, 2001 (as amended) requires the Proposition to be put to the States;
 - b) The Proposition has been put to the States further to a recommendation from Guernsey Post Limited;
 - c) The Proposition has been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications;
 - d) There will be no additional financial implications to the States of Guernsey of carrying the proposal into effect.
- 3.3 In accordance with Rule 4(2):
 - a) The Proposition relates to the duties of the STSB to carry out the States' role as shareholder of any incorporated companies which are owned by the States and which the States have resolved to include in the mandate of the Board;

b) The Proposition above has the unanimous support of the Board.

Yours faithfully

P J Roffey President

C N K Parkinson Vice-President

N G Moakes Member

S J Falla CBE Non-States Member

S J Thornton Non-States Member

APPENDIX 1

CURRICULUM VITAE

Mr Rick Denton

Rick has 30 years' experience of leading UK and International subsidiaries of four major banking groups. Subsequently, he became CEO of a specialist family office business, managing property developments and acquiring companies. Rick now leads his own consultancy and has a range of International Non-Executive Director positions. Locally he chairs the Guernsey Banking Deposit Compensation Scheme and is a Non-Executive Director of Guernsey Electricity. He is a National Council Member for the Institute of Directors, representing the international branches. Rick holds an MBA with distinction from Warwick University; is an Associate of the Chartered Institute of Bankers; a Chartered Member of the Institute of Securities and Investments and a Member of the Society of Trust and Estate Practitioners. He has also recently achieved the Henley Certificate in Executive Coaching and the Institute of Directors' Diploma in Company Direction.

ELECTION OF A MEMBER OF THE PRIAULX LIBRARY COUNCIL

The States are asked:

- (1) To elect a member of the Priaulx Library Council, who need not be a member of the States, to replace Mr Paul Le Pelley whose term of office will expire on the 31st December 2021 but who is eligible for re-election, in accordance with Rule 16 of the Rules of Procedure of the States of Deliberation.
 - N.B. 1. Nominations may be made from the floor of the Assembly.
 - 2. The proposers of candidates who are not Members of the States must also comply with the relevant provisions of Rule 36 of the Rules of Procedure which state:
 - "... where a person nominated is not a sitting Member of the States the proposer shall provide to Members of the States, no later than the start of the Meeting at which the election is to be held, a full report in writing containing background information about the candidate, including a statement that the proposer had seen a Declaration of Interest from the candidate and was satisfied that there would be no conflict of interest if the candidate were appointed, or if there was potentially one it could be managed, the candidate's willingness to seek election and the reasons for his or her name having been put forward. The Declaration in respect of the successful candidate shall be lodged with the Greffier and published by him as if the person concerned was subject to the provisions of Rule 29.".



Bringing local history to life

The Bailiff

Bailiffs Chambers

The Royal Court House

St Peter Port

GUERNSEY

GY1 2NZ

November 2021

Dear Sir,

I am writing at the request of the Priaulx Library Council who would be most grateful if you would request the States of Deliberation to re-appoint former Deputy Mr Paul Le Pelley for a further two year term as a member of the Priaulx Library Council. Mr Le Pelley's current two year term of office is due to expire on the 31st December 2021.

Since his appointment Mr Le Pelley has demonstrated his considerable depth of knowledge of the history of Guernsey particularly the Occupation of the Bailiwick a topic in which he has a special interest. This has added to the knowledge of the Council and the Library staff and has helped to promote the Library as a centre for local studies. In addition since being appointed to the Council he has been appointed to sit on the Library and Collections Sub-committee.

Further the knowledge gained as a States Deputy over some eight years as well as his connections to the Civil Service is a valuable resource to the Library Council and staff.

I attach a copy of Mr Le Pelley's CV.

Mr Le Pelley has confirmed his willingness to be re-appointed as a member and both he and the Council would be honoured if the States of Deliberation would act favourably on his nomination and appoint him for a further two year term.

It is understood that Deputy Lyndon Trott has agreed to act as Mr Le Pelley's proposer for this appointment.

Yours faithfully,

TN van Leuven

Chairman and Trustee





STATUTORY INSTRUMENTS LAID BEFORE THE STATES

The States of Deliberation have the power to annul the Statutory Instruments detailed below.

No. 111 of 2021

THE CUSTOMS AND EXCISE (SAFETY AND SECURITY) (BAILIWICK OF GUERNSEY) (AMENDMENT) (NO. 3) REGULATIONS, 2021

In pursuance of sections 14D and 79 of the Customs and Excise (General Provisions) (Bailiwick of Guernsey) Law, 1972, The Customs and Excise (Safety and Security) (Bailiwick of Guernsey) (Amendment) (No. 3) Regulations, 2021, made by the Committee *for* Home Affairs on 11th October 2021, is laid before the States.

EXPLANATORY NOTE

These Regulations amend the Customs and Excise (Safety and Security) (Bailiwick of Guernsey) Regulations, 2020 to delay the commencement of Part I (Imports) in relation to goods which are being imported into the Bailiwick from outside the Customs Territory, where they are imported directly into the Bailiwick from the European Union by air or sea, from 1st January 2022 to 1st July 2022. This change has been made to align with the commencement of the equivalent United Kingdom provisions.

These Regulations came into force on being made.

No. 112 of 2021

WASTE DISPOSAL AND RECOVERY CHARGES REGULATIONS, 2021

In pursuance of section 72(3) of the Environmental Pollution (Guernsey) Law, 2004 the Waste Disposal and Recovery Charges Regulations, 2021, made by the Waste Disposal Authority on 7th October, 2021, are laid before the States.

EXPLANATORY NOTE

These Regulations prescribe the charges, or rates of charge, payable from 1st January 2022 as a pre-condition of the acceptance of waste of particular descriptions by the Waste Disposal Authority for disposal or recovery at specified public waste management sites (see Table 1 in Schedule 1). They also set out charges in 2022 for the reloading of waste which is not accepted at specified public waste management sites (see Table 2 in Schedule 1). These Regulations do not change the charges for black bag waste put out for household kerbside collections which are set out in different legislation.

The only change in waste charging categories from the previous Waste Disposal and Recovery Charges Regulations, 2020, is the inclusion of a new category B3 for the Longue Hougue Land Reclamation Site for specified inert waste which can reasonably be processed for use as aggregates. A discounted rate is charged for these loads, compared to other inert waste falling within category B1, as they can be processed for use as aggregates.

The charges (known as commercial gate fees) are typically uplifted in accordance with the increase in the Retail Prices Index. An exception to this is the increase in inert waste charges in category B1, at the Longue Hougue Land Reclamation Site, from £19.54 per tonne to £25.00 per tonne. This significant increase reflects the anticipated costs involved in providing a new inert waste facility to replace the current land reclamation site at Longue Hougue, which is estimated to be full by mid-2024. The increase in charges to meet these costs will be introduced incrementally over 4 years to spread the increase. The increased gate fee represents the first of the phased increments to meet the estimated costs for the design and construction of a new facility and the anticipated costs of stockpiling inert waste prior to this facility becoming available.

The charge for household waste delivered to the Household Waste and Recycling Centre by a private individual, will remain at the current rate of £2.70 per 90 litre bag (or equivalent) pending the outcome of a wider review of household waste charges.

These Regulations come into force on 1st January, 2022.

No. 113 of 2021

THE WASTEWATER CHARGES (GUERNSEY) REGULATIONS, 2021

In pursuance of section 5 of the Fees, Charges and Penalties (Guernsey) Law, 2007, "The Wastewater Charges (Guernsey) Regulations, 2021", made by the States' Trading Supervisory Board on 7th October 2021, are laid before the States.

EXPLANATORY NOTE

These Regulations prescribe new wastewater charges and rates applying under the Wastewater Charges (Guernsey) Law, 2009.

These Regulations come into force on 1st January, 2022.

No. 114 of 2021

THE WATER CHARGES (AMENDMENT) REGULATIONS, 2021

In pursuance of section 5 of the Fees, Charges and Penalties (Guernsey) Law, 2007, "The Water Charges (Amendment) Regulations, 2021", made by the States' Trading Supervisory Board on 7th October 2021, are laid before the States.

EXPLANATORY NOTE

These Regulations prescribe the charges which will be made for the supply of water for 2022.

These Regulations come into force on 1st January, 2022.

No. 115 of 2021

EMERGENCY POWERS (CORONAVIRUS) (GENERAL PROVISION) (BAILIWICK OF GUERNSEY) (NO. 11) (AMENDMENT) REGULATIONS, 2021

In pursuance of section 16(1) of the Civil Contingencies (Bailiwick of Guernsey) Law, 2012, the "Emergency Powers (Coronavirus) (General Provision) (Bailiwick of Guernsey) (No. 11) (Amendment) Regulations, 2021" made by the Civil Contingencies Authority on 19th October, 2021, are laid before the States:-

EXPLANATORY NOTE

These Regulations are emergency regulations made by the Civil Contingencies Authority under Part 3 of the Civil Contingencies (Bailiwick of Guernsey) Law, 2012 ("the Law"). They are made on the occurrence of an emergency, within the meaning of the Law, in the Bailiwick, arising from the urgent need to prevent, control or mitigate the spread of the virus Severe Acute Respiratory Syndrome Coronavirus 2 and the disease caused thereby, COVID-19 (referred to together in these regulations as coronavirus). They are prefaced with a statement by the Civil Contingencies Authority, as required by section 12(2) of the Law. COVID-19 was made a notifiable disease for the purposes of the Public Health Ordinance, 1936 on 10th February 2020.

These Regulations amend the Emergency Powers (Coronavirus) (General Provision) (Bailiwick of Guernsey) (No. 11) Regulations, 2021. The amendments remove the requirement for Blue Arrivals – that is, persons who have arrived in the Bailiwick having spent all of the previous 10 days in the Common Travel Area – to take Lateral Flow Tests for COVID-19 on the day of arrival and specified days thereafter. They also extend the period in which an arrival in the Bailiwick may provide information as to his or her travel history (on the Travel Tracker website) from 48 hours before travel to 8 days before travel.

These Regulations are laid in accordance with section 16(1) of the Law, but cannot now be annulled because they have been revoked.

No. 117 of 2021

THE AIRPORT FEES (GUERNSEY AND ALDERNEY) REGULATIONS, 2021

In pursuance of the powers conferred upon it by section 2(1) of the Airport Fees Ordinance, 1987, as amended, and as delegated to it by section 1(1)(d) of the Fees, Charges and Penalties (Guernsey) Law, 2007, made by the States' Trading Supervisory Board on 21st October, 2021, is laid before the States.

EXPLANATORY NOTE

These Regulations prescribe the fees for the use of Alderney Airport and Guernsey Airport. Under the terms of the Fees, Charges and Penalties (Guernsey) Law, 2007, these dues and charges may now be prescribed by regulations of the States' Trading Supervisory Board.

These Regulations come into force on 1st April, 2022.

No. 118 of 2021

THE HARBOUR DUES AND FACILITIES CHARGES (GUERNSEY) REGULATIONS, 2021

In pursuance of the powers conferred upon it by sections 2 and 3 of the Harbour Dues (Saint Peter Port and Saint Sampson) Law, 1957, section 33 of the Harbours Ordinance, 1988, sections 1 and 5 of the Fees, Charges and Penalties (Guernsey) Law, 2007, made by the States' Trading Supervisory Board on 21st October, 2021, is laid before the States.

EXPLANATORY NOTE

These Regulations prescribe the harbour dues payable under section 2 of the Harbour Dues (Saint Peter Port and Saint Sampson) Law, 1957, and the charges payable for the use of harbour facilities under section 33(1) of the Harbours Ordinance, 1988. Under the terms of the Fees, Charges and Penalties (Guernsey) Law, 2007, these dues and charges may now be prescribed by regulations of the States' Trading Supervisory Board.

These Regulations came into force on 1st January, 2022.

No. 119 of 2021

THE MOORING CHARGES (GUERNSEY) REGULATIONS, 2021

In pursuance of section 2 of the Vessels and Speedboats (Compulsory Third-Party Insurance, Mooring Charges and Removal of Boats) (Guernsey) Law, 1972, sections 1 and 5 of the Fees, Charges and Penalties (Guernsey) Law, 2007 made by the States' Trading Supervisory Board on 21st October, 2021, is laid before the States.

EXPLANATORY NOTE

These Regulations prescribe the mooring charges payable under section 2 of the Vessels and Speedboats (Compulsory Third-Party Insurance, Mooring Charges and Removal of Boats) (Guernsey) Law, 1972 (the "1972 Law"). Under the terms of the Fees, Charges and Penalties (Guernsey) Law, 2007, these charges may now be prescribed by regulations of the States' Trading Supervisory Board.

These Regulations come into force on the 1st April, 2022.

No. 120 of 2021

THE PILOTAGE DUES (GUERNSEY) REGULATIONS, 2021

In pursuance of the powers conferred upon it by sections 1, 2, 3 and 8 of the Pilotage Dues and Fees Ordinance, 1987 and sections 1 and 5 of the Fees, Charges and Penalties (Guernsey) Law, 2007, made by the States' Trading Supervisory Board on 21st October, 2021, is laid before the States.

EXPLANATORY NOTE

These Regulations prescribe the pilotage dues and related charges payable under the Pilotage Dues and Fees Ordinance, 1987. Under the terms of the Fees, Charges and Penalties (Guernsey) Law, 2007, these dues and charges may now be prescribed by regulations of the States' Trading Supervisory Board.

These Regulations came into force on 1st January, 2022.

The full text of the legislation can be found at: http://www.guernseylegalresources.gg

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

THE GUERNSEY REVENUE SERVICE TRIBUNAL ORDINANCE, 2021

The States are asked to decide:-

Whether they are of the opinion to approve the draft Ordinance entitled "The Guernsey Revenue Service Tribunal Ordinance, 2021", and to direct that the same shall have effect as an Ordinance of the States.

EXPLANATORY MEMORANDUM

This Ordinance transfers the jurisdiction of the Guernsey Tax Tribunal to the Guernsey Revenue Service Tribunal. It provides that a person who held a position on the Guernsey Tax Tribunal immediately before the commencement of this Ordinance shall be deemed to have been appointed to the corresponding position on the Guernsey Revenue Service Tribunal and any proceeding or matter before the Guernsey Tax Tribunal immediately before commencement may be continued before the Guernsey Revenue Service Tribunal.

The Ordinance amends references to the Guernsey Tax Tribunal in the Income Tax (Guernsey) Law, 1975. It also amends the Social Insurance (Guernsey) Law, 1978 to specify questions for determination by the Administrator and Director of the Revenue Service, appeals against decisions of the Director of Revenue Service, and appeals to the Ordinary Court and Court of Appeal.

The Guernsey Revenue Service Tribunal Ordinance, 2021

THE STATES, in pursuance of their Resolution of the 18th April, 2018^a, and in exercise of the powers conferred on them by sections 75Q, 203A and 208C of the Income Tax (Guernsey) Law, 1975^b, sections 115A and 116 of the Social Insurance (Guernsey) Law, 1978^c and all other powers enabling them in that behalf, hereby order:-

PARTI

TRANSFER OF JURISDICTION FROM GUERNSEY TAX TRIBUNAL TO GUERNSEY REVENUE SERVICE TRIBUNAL

Transfer of jurisdiction.

1. The jurisdiction, privileges, functions, rights and liabilities of the Guernsey Tax Tribunal and of its members and officers arising under or by virtue of a relevant enactment are transferred to and vested in, respectively, the Guernsey Revenue Service Tribunal and its members and officers.

a Auticle 2 of Billet differt No. VI of 2010

a Article 3 of Billet d'État No. XI of 2018.

Ordres en Conseil Vol. XXV, p. 124; sections 75Q and 203A were inserted by Order in Council No. XVII of 2005 and section 208C was inserted by Order in Council No. V of 2011. There are other amendments not material to this Ordinance.

Ordres en Conseil Vol. XXVI, p. 292; section 115A was inserted by Order in Council No. XVIII of 2007. There are other amendments not material to this Ordinance.

Amendment of statutory references.

2. For any reference in a relevant enactment to the Guernsey Tax Tribunal or its members or officers, however expressed, there is substituted a reference to the Guernsey Revenue Service Tribunal or (as the case may be) its members or officers.

Savings and transitional provisions.

3. Anything done before the date of commencement of this Ordinance or in the process of being done on that date by or in relation to the Guernsey Tax Tribunal or its members or officers under or by virtue of a relevant enactment shall have effect as if done or (as the case may be) may be continued by or in relation to the Guernsey Revenue Service Tribunal or (as the case may be) its members or officers.

Subordinate legislation.

4. The provisions of sections 2 and 3 also apply in relation to any subordinate legislation made or having effect as if made under a relevant enactment as they apply to a relevant enactment; and the provisions of the relevant enactment under which the subordinate legislation was made are varied insofar as is necessary to give effect to this section.

Continuation of membership, etc.

- 5. A person who immediately before the date of commencement of this Ordinance held any of the following positions
 - (a) President or Vice-President of the Guernsey Tax Tribunal,
 - (b) member of the Guernsey Tax Tribunal,
 - (c) clerk or deputy clerk to the Guernsey Tax Tribunal,

shall be deemed, on that date, to have been duly appointed, subject to the same term of office and the same terms and conditions of appointment, to the corresponding position in respect of the Guernsey Revenue Service Tribunal.

Continuation of proceedings.

- **6.** Without prejudice to the generality of section 3
 - (a) any proceeding or matter before the Guernsey Tax

 Tribunal immediately prior to the date of
 commencement of this Ordinance may be continued
 before the Guernsey Revenue Service Tribunal, and
 - (b) any order, direction or finding made or other thing done by the Guernsey Tax Tribunal prior to that date in respect of any such proceeding or matter shall have effect after that date as if made or done by the Guernsey Revenue Service Tribunal.

Interpretation.

7. In this Part of this Ordinance -

"Guernsey Tax Tribunal" means the Tribunal established by the Third Schedule to the Income Tax (Guernsey) Law, 1975,

"relevant enactment" means any Law or Ordinance of the States of Deliberation.

PART II

AMENDMENT OF INCOME TAX LAW

Amendment of 1975 Law.

- **8.** (1) In the provisions of the Income Tax (Guernsey) Law, 1975 referred to in subsection (2), for "the Guernsey Tax Tribunal" substitute "the Guernsey Revenue Service Tribunal".
 - (2) The provisions are
 - (a) section 75CB(2), (3), (5), (6), (7) and (8), section 75J(3)(a)(ii), section 80A, section 82(1), section 171G, section 198, section 200(3) and (4), and section 201(4)(d) and (e), and
 - (b) in the Third Schedule, paragraph 1(1) and, in paragraph6, the definition of "the Tribunal" (and the heading to that Schedule).
- 9. In the Third Schedule to the Income Tax (Guernsey) Law, 1975, paragraph 2(2)(b) is repealed.

PART III

AMENDMENT OF SOCIAL INSURANCE LAW

Amendment of 1978 Law.

10. The Social Insurance (Guernsey) Law, 1978 is amended in accordance with this Part.

11. For section 74 and the preceding cross heading substitute –

"Adjudication by Administrator and Director of Revenue Service

Questions for determination by Administrator and Director of Revenue Service.

- **74.** (1) Subject to the provisions of this Law, the following questions arising under this Law shall be determined as follows
 - (a) questions as to whether the contribution conditions for any benefit are satisfied, by the Administrator,
 - (b) questions otherwise relating to a person's contributions, by the Director of the Revenue Service,
 - (c) questions as to
 - (i) the class of insured persons in which a person is to be included, and
 - (ii) the liability of an insured person to pay contributions of any class,

by the Director of the Revenue Service.

(2) If the Administrator thinks fit, the Administrator may,

before determining a question within subsection (1)(a), appoint a person to hold an inquiry into the question or any matters arising in connection therewith, and to report on the question or on those matters to the Administrator.".

12. After section 74 insert the following sections and cross heading –

"Appeals against decisions of Director of Revenue Service

Appeals to Revenue Service Tribunal from decisions of Director of Revenue Service.

- **74A.** (1) A person aggrieved by a determination by the Director of the Revenue Service of a question under section 74(1)(b) or (c) may appeal to the Guernsey Revenue Service Tribunal on giving to the Director notice in writing, stating the grounds of appeal, within a period of 30 days beginning on the date of the notice stating the determination.
- (2) The Guernsey Revenue Service Tribunal may admit an appeal under subsection (1) after the expiration of the 30 day period if satisfied that owing to absence, sickness or other reasonable cause a person was prevented from giving notice of appeal within that period.
 - (3) The sole grounds of appeal are that
 - (a) the determination was based on a miscalculation or was otherwise wrong, or

(b) the determination was unreasonable as a matter of law, having regard to all facts and circumstances of the case.

Meetings of Revenue Service Tribunal.

74B. The Guernsey Revenue Service Tribunal shall meet from time to time for the hearing of appeals, and shall cause reasonable notice to be given to each appellant of the date, time and place for the hearing of the appeal.

Hearing of appeals.

- **74C.** (1) During the hearing of an appeal the Director of the Revenue Service may be present at all times, to give reasons in support of the determination made by the Director and to be present when the decision of Guernsey Revenue Service Tribunal is announced.
- (2) The appellant and the Director of the Revenue Service may, at the hearing of an appeal, appear as follows
 - (a) the appellant may be represented by any person, whether or not legally qualified, except that if in any particular case the Guernsey Revenue Service Tribunal is satisfied that there are good and sufficient reasons for doing so it may refuse to permit a particular person, other than one who is legally qualified or who has been admitted a member of an incorporated society of accountants, to represent the appellant,

- (b) the Director of the Revenue Service may be represented by
 - (i) any person who is legally qualified,
 - (ii) any officer of the Revenue Service, or
 - (iii) any other person appointed by the Director.
- (3) If the Guernsey Revenue Service Tribunal is satisfied that the appellant has been prevented by absence, sickness or other reasonable cause from attending on the day fixed for hearing the appeal, it may adjourn the hearing for such time as it may think necessary.
- (4) Where on the hearing of an appeal the appellant desires to put forward a ground of appeal which was not specified in the notice of appeal, the Guernsey Revenue Service Tribunal may, if in its opinion the omission of that ground from the notice was not wilful or unreasonable, allow the appellant to put forward that ground and may take it into consideration.
- (5) The Guernsey Revenue Service Tribunal may, by notice sent by post or served in person, summon any person (other than the appellant) whom it thinks able to give relevant evidence, to appear before it to be examined.
- (6) Any witness before the Guernsey Revenue Service Tribunal may be examined on oath or affirmation, but where the witness is –

- (a) the appellant,
- (b) any agent or servant of the appellant, or
- (c) any other person confidentially employed in the appellant's affairs,

the witness shall not be compelled to give evidence on oath or affirmation or to answer any question to which the witness objects.

- (7) Any member of the Guernsey Revenue Service Tribunal may administer the oath or affirmation referred to in subsection (6).
- (8) The Guernsey Revenue Service Tribunal may adjourn any appeal from time to time.

Reference of points of law to Ordinary Court.

- **74D.** (1) A question of law arising on an appeal to the Guernsey Revenue Service Tribunal under section 74A(1) may, if the Guernsey Revenue Service Tribunal thinks fit, and with the consent of the appellant and the Director of the Revenue Service, be referred by the Guernsey Revenue Service Tribunal for decision to the Ordinary Court.
- (2) The reference shall be made in such manner and within such time (if any) as may be prescribed by Order of the Royal Court; and, subject to the provisions of any Order of the Royal Court made under this subsection, the Royal Court (Guernsey Tax Tribunal) Order, 2008
 - (a) has effect for the purposes of this subsection, and

- (b) applies (subject to the appropriate modifications) to a reference under this section as it applies to a reference under section 78A of the Income Tax (Guernsey) Law, 1975.
- (3) The provisions of this section are in addition to the provisions of section 74F.

Determination of appeals.

- **74E.** (1) In disposing of an appeal the Guernsey Revenue Service Tribunal may
 - (a) confirm, annul or vary the determination of theDirector of the Revenue Service which is the subject of the appeal, or
 - (b) set aside the determination and order the

 Director to make a fresh determination after

 making such further enquiry as
 - (i) the Director thinks fit, or
 - (ii) the Guernsey Revenue Service Tribunal may direct.
- (2) Subject to section 74F, the decision of the Guernsey Revenue Service Tribunal is final and conclusive.

Case for opinion of Ordinary Court.

- **74F.** (1) Upon the determination of an appeal by the Guernsey Revenue Service Tribunal
 - (a) the appellant, or
 - (b) the Director of the Revenue Service,

if dissatisfied with the determination as being erroneous in point of law, may require the Guernsey Revenue Service Tribunal to state and sign a case for submission to the Ordinary Court.

- (2) Such a requirement shall be made by delivering, at any time within 21 days after the determination of the appeal, a notice in writing to the President of the Guernsey Revenue Service Tribunal.
- (3) The case shall set out the facts and the decision of the Guernsey Revenue Service Tribunal.
- (4) The case when stated and signed shall be delivered by the President to the party who required it.
- (5) The party to whom the case is delivered shall, within 21 days after that party received it
 - (a) transmit the case to Her Majesty's Greffier, and

- (b) send to the other party a copy of the case, together with notice in writing that the case has been so transmitted.
- (6) The Ordinary Court shall hear and determine any question of law arising on the case, and may
 - (a) reverse, affirm, or amend the determination of the Guernsey Revenue Service Tribunal,
 - (b) remit the matter to the Guernsey Revenue Service Tribunal, with the opinion of the Ordinary Court thereon, or
 - (c) make such other order as the Ordinary Court may think fit.
- (7) The Ordinary Court may cause the case to be sent back for amplification or clarification and thereupon the case shall be amplified or clarified accordingly and returned to the Ordinary Court and subsection (6) shall thereupon apply.
- (8) Where the amount of any contribution is to be altered in consequence of the judgment of the Ordinary Court, the Director of the Revenue Service shall alter the determination under section 74(1)(b) or (c) and payment, or charge, shall be made accordingly.
- (9) The Royal Court may by Order make provision in respect of –

- (a) the preparation by the Guernsey Revenue Service Tribunal of, and the form and manner of, cases for submission to the Ordinary Court under this section, and
- (b) generally, the hearing of such cases by the Ordinary Court and of appeals therefrom to the Court of Appeal, including provision as to the form, manner, conduct and procedure of such hearings;

and, subject to the provisions of any Order of the Royal Court made under this subsection, the Royal Court (Guernsey Tax Tribunal) Order, 2008 –

- (i) has effect for the purposes of this subsection, and
- (ii) applies (subject to the appropriate modifications) in respect of a submission of case under this section as it applies in respect of a submission of case under section 80 of the Income Tax (Guernsey)

 Law, 1975.

Appeals from Ordinary Court to Court of Appeal.

74G. (1) An appeal from a decision of the Ordinary Court made under section 74D or 74F lies, with leave of the Ordinary Court or Court of Appeal, to the Court of Appeal on a question of law.

- (2) Section 21 of the Court of Appeal (Guernsey) Law, 1961 ("powers of a single judge") applies to the powers of the Court of Appeal to give leave to appeal under subsection (1) as it applies to the powers of the Court of Appeal to give leave to appeal under Part II of that Law.".
- **13.** Section 76 is repealed.
- **14.** Section 77 is repealed.
- **15.** (1) In the provisions referred to in subsection (2), for "the Tribunal" substitute "the Social Insurance Tribunal".
 - (2) The provisions are
 - (a) the cross heading immediately preceding section 78,
 - (b) section 79(2)(c) and (3), section 80(1), (2) and (4) (and the heading of that section), section 81(1), (3), (4) and (6) (and the heading of that section), section 82(1), (2) and (3) (and the heading of that section), section 83(1), section 84(4) and section 85(1) and (1)(a),
 - (c) in the Third Schedule, paragraphs 1, 3, 6 and 7, and
 - (d) in the Sixth Schedule, the definition of "the Tribunal".
 - **16.** After section 78(1)(a) insert the following paragraph –

- "(aa) any question referred to in section 74(1)(a) as to whether the contribution conditions for any benefit are satisfied,".
- 17. In section 78(2) after "the Committee" insert "or the Director of the Revenue Service".
- **18.** In sections 81(3), 83(2), 84(1)(a) and (2)(a) and 85(1)(c)(i) for "the Committee" substitute "the Director of the Revenue Service".
- 19. In section 85(1)(c), in the text following subparagraph (ii), for the words "under section seventy-six or" substitute "by the Director of the Revenue Service or, as the case may be, under".
- **20.** In section 105(1) and (2), for the words "the Committee" wherever appearing substitute "the Administrator or, as the case may be, the Director of the Revenue Service".
 - **21.** For section 105(3) substitute the following subsection
 - "(3) Subsection (1) does not apply
 - (a) if an appeal under section 74A, 74F, 74G or 81 is pending against the decision of the Administrator or, as the case may be, the Director of the Revenue Service, or if the time for appealing has not expired, or
 - (b) if a question has been raised with a view to a

review of the Administrator's decision under section 85;

and the court dealing with the case shall adjourn the proceedings until such time as a final decision on the question has been obtained.".

PART IV

GENERAL

Citation.

22. This Ordinance may be cited as the Guernsey Revenue Service Tribunal Ordinance, 2021.

Commencement.

23. This Ordinance shall come into force on the 1st January, 2022.

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

THE HEALTH SERVICE BENEFIT (AMENDMENT AND COMMENCEMENT) ORDINANCE, 2021

The States are asked to decide:-

Whether they are of the opinion to approve the draft Ordinance entitled "The Health Service Benefit (Amendment and Commencement) Ordinance, 2021", and to direct that the same shall have effect as an Ordinance of the States.

EXPLANATORY MEMORANDUM

This Ordinance amends a provision inserted into the Health Service Benefit (Guernsey) Law, 1990 ("the 1990 Law") by the Health Service Benefit (Amendment and Miscellaneous Provisions) (Guernsey) Law, 2021 ("the 2021 Law") and brings the 2021 Law (as so amended) into force on 1st January 2022.

The provision inserted into the 1990 Law by the 2021 Law that is amended by the Ordinance is concerned with the appointment of the Health Administrator. The Ordinance amends two references in that inserted provision to "the Committee", to make clear that the Health Administrator is to be appointed by the Policy & Resources Committee on the recommendation of the Committee for Health & Social Care, and shall carry out such functions as are assigned to him or her under the 1990 Law, any other enactment and by the Committee for Health & Social Care.

The Health Service Benefit

(Amendment and Commencement) Ordinance, 2021

THE STATES, in exercise of the powers conferred on them by sections 6 and 11 of the Health Service Benefit (Amendment and Miscellaneous Provisions) (Guernsey) Law, 2021^a, and all other powers enabling them in that behalf, hereby order:-

Amendment and commencement of Health Service Benefit (Amendment and Miscellaneous Provisions) (Guernsey) Law, 2021.

- **1.** (1) In the section 34A inserted in Part X of the Health Service Benefit (Guernsey) Law, 1990^b by section 2(17) of the Health Service Benefit (Amendment and Miscellaneous Provisions) (Guernsey) Law, 2021
 - (a) in the first place it appears, for "the Committee" substitute "the States Policy & Resources Committee, on the recommendation of the Committee for Health & Social Care,", and
 - (b) in the second place it appears, for "the Committee" substitute "the Committee for Health & Social Care".

2003; No. II of 2011; No. IV of 2018; Recueil d'Ordonnances Tome XXVI, pp. 177 and 483; Ordinance Nos. XXII and XXVII of 2002; No. XXI and XXXIII of 2003; No. XLII of 2006; No. XLIII of 2007; No. XXII of 2015; Nos. IX and XLIV of 2016; and No. XVI of

2020.

a Order in Council No. VIII of 2021.

b Ordres en Conseil Vol. XXXII, p. 192; amended by Order in Council No. IX of

(2) The Health Service Benefit (Amendment and Miscellaneous Provisions) (Guernsey) Law, 2021, as amended, shall come into force on the $1^{\rm st}$ January, 2022.

Citation.

2. This Ordinance may be cited as the Health Service Benefit (Amendment and Commencement) Ordinance, 2021.

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

THE SEVERE DISABILITY BENEFIT AND CARER'S ALLOWANCE (NO. 2) ORDINANCE, 2021

The States are asked to decide:-

Whether they are of the opinion to approve the draft Ordinance entitled "The Severe Disability Benefit and Carer's Allowance (No. 2) Ordinance, 2021", and to direct that the same shall have effect as an Ordinance of the States.

EXPLANATORY MEMORANDUM

The Ordinance amends the weekly rate of severe disability benefit and carer's allowance and the annual income limits for the same under the Severe Disability Benefit and Carer's Allowance (Guernsey) Law, 1984 with effect from the 3rd January, 2022. The benefits are increased by 2.3% in line with the annual rate of inflation (RPIX) for the year to June, 2021.

The Severe Disability Benefit and Carer's Allowance (No. 2) Ordinance, 2021

THE STATES, in pursuance of their Resolution of the ** November, 2021^a, and in exercise of the powers conferred upon them by sections 1(4), 2(3)(b), 3 and 23 of the Severe Disability Benefit and Carer's Allowance (Guernsey) Law, 1984^b, and all other powers enabling them in that behalf, hereby order:-

Entitlement to severe disability benefit.

1. The amount determined for the purposes of section 1(4) of the Law is £106,000.

Entitlement to carer's allowance.

2. The amount determined for the purposes of section 2(3)(b) of the Law is £106,000.

Rates of allowances.

- 3. (1) The weekly rate of a severe disability benefit determined for the purposes of section 3 of the Law is £113.54.
 - (2) The weekly rate of a carer's allowance determined for the

a Article II of Billet d'État No. XXI of 2021.

b Ordres en Conseil Vol. XXVIII p. 353; amended by Ordres en Conseil Vol. XXIX, p. 198; Vol. XXXI, p. 278, Vol. XXXIII, p. 238; Vol. XXXIV, p. 458; Vol. XXXIX, p. 107; Order in Council No. X of 2003; Order in Council No. IV of 2014; No. IV of 2018; No. XII of 2019; Recueil d'Ordonnances Tome XXVI, p. 177; Ordinance No. XXXIII of 2003; No. VII of 2009; No. XXX of 2013; No. IX of 2016 and No. XXVII of 2018.

purposes of section 3 of the Law is £91.90.

Interpretation.

4. In this Ordinance the expression "**the Law**" means the Severe Disability Benefit and Carer's Allowance (Guernsey) Law, 1984.

Repeal.

5. The Severe Disability Benefit and Carer's Allowance Ordinance, 2021^c is repealed.

Citation.

6. This Ordinance may be cited as the Severe Disability Benefit and Carer's Allowance (No. 2) Ordinance, 2021.

Extent.

7. This Ordinance shall have effect in the Islands of Guernsey, Alderney, Herm and Jethou.

Commencement.

8. This Ordinance shall come into force on the 3rd January, 2022.

c Ordinance No. II of 2021.

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

THE INCOME SUPPORT (IMPLEMENTATION) (AMENDMENT) (NO. 3) ORDINANCE, 2021

The States are asked to decide:-

Whether they are of the opinion to approve the draft Ordinance entitled "The Income Support (Implementation) (Amendment) (No. 3) Ordinance, 2021", and to direct that the same shall have effect as an Ordinance of the States.

EXPLANATORY MEMORANDUM

The Ordinance amends the benefit limitation rates (in effect the maximum amount of benefit a claimant can receive), the short-term and long-term requirement rates on which the calculation of income support is based, the level of maximum rent allowances added in calculating a claimant's requirements and the level of personal allowances payable to people in residential homes who are in receipt of income support under the Income Support (Guernsey) Law, 1971 with effect from the 7th January, 2022.

The benefit limitation for people living in the Community is increased to £930 and to £600 and £860 for persons living in residential homes and nursing home and similar residents respectively. The short-term and long-term requirement rates proposed are uprated by 2.3% in line with the annual rate of inflation (RPIX) for the year to June, 2021. Maximum rent allowances and personal allowances to people in residential homes who are in receipt of income support have also been increased by 2.3% in line with RPIX.

The Ordinance also amends paragraph 11 of the First Schedule to the Income Support (Implementation) Ordinance, 1971 so that any grant made by the Committee for Education, Sport & Culture in relation to a university or other further education course in respect of a person who is a dependant of a claimant for income support and the wages of any person in respect of whom such a grant is made are disregarded in calculating a claimant's resources for the purposes of an income support claim. Currently paragraph 11 only provides for such monies to be disregarded until the beginning of August following a student's nineteenth birthday i.e. whilst the student would be treated as a child for the purposes of the Family Allowances Law.

The Ordinance comes into force on the 7th January, 2022.

The Income Support (Implementation) (Amendment) (No. 3) Ordinance, 2021

THE STATES, in pursuance of their Resolution of the ** November, 2021^a, and in exercise of the powers conferred on them by sections 3(2) and (4), 15 and 15B of the Income Support (Guernsey) Law, 1971^b, and all other powers enabling them in that behalf, hereby order:-

Amendment of Ordinance.

The Income Support (Implementation) Ordinance, 1971^c ("the Ordinance") is amended as follows.

^a Article II of Billet d'État No. XXI of 2021.

b Ordres en Conseil Vol. XXIII, p. 26; amended by Ordres en Conseil Vol. XXVI, p. 292; Vol. XXXI p. 278; Vol. XXXIX, p. 107; Order in Council No. XIII of 2014; No. VII of 2015; No. VI of 2016; No. IV of 2018; Recueil d'Ordonnances Tome XXVI, p. 177; Ordinance No. XXXIII of 2003; ; No. VII of 2010; No. IX of 2016; No. XIII of 2017; and Alderney Ordinance No. VIII of 2018; applied to Alderney by Recueil d'Ordonnances Tome XVII, p. 168 as amended by Tome XXVI, p. 462 and Ordinance Nos. XXVI and XLIX of 2014. Order in Council No. IV of 2018 is applied to Alderney by Ordinance No. XIV of 2018.

Recueil d'Ordonnances Tome XVII, p. 139; amended by Order in Council No. IV of 2014; No. IV of 2018; Recueil d'Ordonnances Tome XVIII, p. 119; Tome XXIV, pp. 471 and 495; Tome XXV, p. 49; Tome XXVI, p. 177, Ordinance No. XXXV of 2004; Nos. VIII and XXV of 2005; No. XLVII of 2006; No. XLV of 2007; Nos. XXVI and XLI of 2012; No. XXXIX of 2013; Nos. XXV and XLVIII of 2014; No. XLVIII of 2015; Nos. IX, XXX and XLII of 2016; Nos. XIII and XXXVIII of 2017; Nos. XIII and XLI of 2018; No. XXXIII of 2019; Nos. I and XIV of 2021 and Alderney Ordinance No. VIII of 2018. The Ordinance is applied to the Island of Alderney by Recueil d'Ordonnances Tome XVII, p. 168.

- 2. In paragraph 6 (rent) of the First Schedule
 - (a) in subparagraph (1)(b), for "£78.50" substitute "£80.50", and
 - (b) in subparagraph (2A)(a), for "£78.50" substitute "£80.50".
- 3. In paragraph 11 of the First Schedule (resources wholly disregarded)
 - (a) for item (b), substitute
 - "(b) any grant made by the Committee for Education, Sport & Culture under section 49(2)(a) of the Education (Guernsey) Law, 1970 in respect of a person who is a dependant of the applicant,", and
 - (b) for item (j) substitute
 - "(j) the weekly earnings of any person
 - (i) who would be treated as a child for the purposes of the Family Allowances (Guernsey) Law, 1950, or
 - (ii) who is a dependant of the applicant and in respect of whom a grant has been made by the Committee for Education, Sport & Culture under section 49(2)(a) of the Education

(Guernsey) Law, 1970,".

4. For Tables 1 to 4 set out in the Appendix to the First Schedule, substitute the numbered Tables 1 to 4 set out in the Schedule to this Ordinance.

Extent.

5. This Ordinance has effect in the islands of Guernsey, Alderney, Herm and Jethou.

Repeal.

6. The Income Support (Implementation) (Amendment) Ordinance, 2021^d and the Income Support (Implementation) (Amendment) (No. 2) Ordinance, 2021^e are repealed.

Citation.

7. This Ordinance may be cited as the Income Support (Implementation) (Amendment) (No. 3) Ordinance, 2021.

Commencement.

8. This Ordinance shall come into force on the 7th January, 2022.

d Ordinance No. I of 2021.

e Ordinance No. XIV of 2021.

SCHEDULE

Section 4

"Table 1

(Paragraph 3)

Limitation of weekly benefit payable as from the week commencing $$7^{\rm th}$$ January, 2022

Community	Residential	Nursing Home,	Personal	UK Personal
	home	etc	Allowance	Allowance
£930.00	£600.00	£860.00	£40.92	£57.84

Table 2

(Paragraph 5(1) and (2))

Short-term Weekly Requirements as from week commencing $$7^{\rm th}$$ January 2022

Description	Amount
Married couple or other persons falling within paragraph	£198.96
2(1) ("Couple")	
Person not falling within paragraph 2(1) who is directly	£113.88
responsible for household necessities and rent (if any)	
("Single householder")	
Person who is not a householder ("Non-householder")	£86.85
Member of a household -	
Aged 11 years or over;	£81.11
Aged 5 years or over but less than 11;	£61.00
Aged less than 5 years;	£40.90

Table 3 (Paragraph 5(2) and (2A))

Long-term Weekly Requirements as from week commencing $$7^{\rm th}$$ January 2022

Description	Amount
Married couple or other persons falling within paragraph	£326.47
2(1) ("Couple")	
Person not falling within paragraph 2(1) who is directly	£197.18
responsible for household necessities and rent (if any)	
("Single householder")	
Person who is not a householder ("Non-householder")	£148.26
Member of a household -	
Aged 11 years or over;	£115.60
Aged 5 years or over but less than 11;	£86.86
Aged less than 5 years;	£58.13

Table 4

(Paragraph 6(4))

Maximum Rent Allowances as from week commencing $$7^{\rm th}$$ January 2022

Description	Amount
Married couple or other persons falling within paragraph 2(1)	£239.38
("Couple") with no child dependants	
Person not falling within paragraph 2(1) who is directly	£239.38
responsible for household necessities and rent (if any) ("Single	
householder") with no child dependants	
Couple or Single householder with one child dependant	£278.07
Couple or Single householder with two child dependants	£354.01
Couple or Single householder with 3 or more child	£432.75
dependants	
Person living in shared accommodation	£185.33.".

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

THE FAMILY ALLOWANCES (GUERNSEY) (AMENDMENT ETC.) ORDINANCE, 2021

The States are asked to decide:-

Whether they are of the opinion to approve the draft Ordinance entitled "The Family Allowances (Guernsey) (Amendment etc.) Ordinance, 2021", and to direct that the same shall have effect as an Ordinance of the States.

EXPLANATORY MEMORANDUM

The Ordinance amends section 1 of the Family Allowances (Guernsey) Law, 1950 so that family allowance is only paid to families with a gross household income of less than £120,000 and in respect of children aged under 18.

Gross household income is defined as the income of both the claimant and their partner in the case of a married couple living together or a couple cohabiting as if married and of the claimant in the case of other families. The definition identifies a person's total income under the Income Tax (Guernsey) Law, 1975 i.e. from employment, land, property and other income before deductions for mortgage interest relief or pension contributions but net of other deductions such as those for business expenses.

Section 19(1) of the Law is also amended as the current wording is unclear as to what kind of agreement is required in order for a married couple to be deemed to be living apart. This is important in relation to the new definition of gross household income. The section is amended just to refer to a married couple being permanently separated which reflects the practice followed by the Committee.

The Ordinance also amends the rate of family allowance under the Family Allowances (Guernsey) Law, 1950 with effect from 3rd January, 2022. On and from that date the rate will be £14.80 a week. The rate is increased by 2.3% in line with the annual rate of inflation (RPIX) for the year to June, 2021.

The Ordinance comes into force on the 3rd January, 2022.

The Family Allowances (Guernsey) (Amendment etc.) Ordinance, 2021

THE STATES, in pursuance of their Resolutions of the 20th August, 2020^a and the ** November, 2021^b, and in exercise of the powers conferred on them by section 1(2), 3(2) of, and paragraph 1(1) of the Schedule to, the Family Allowances (Guernsey) Law, 1950^c, and all other powers enabling them in that behalf, hereby order:-

Amendment of the Family Allowances Law.

- 1. The Family Allowances Law is amended as follows.
- 2. In section 1(1) (payment and amount of allowances) -
 - (a) after "every family" insert "with a gross household income of less than £120,000 per annum",
 - (b) after "a child or children" insert "aged under eighteen",

Article XIII of Billet d'État No. XVI of 2020.

b Article II of Billet d'État No. XXI of 2021.

Ordres en Conseil Vol. XIV, p. 332; section 1 has been amended by Ordres en Conseil Vol. XXXIX, p. 107; the rates of family allowance in section 1(1) have been amended frequently, the most recent amendment being by Ordinance No. III of 2021; section 1 has also been amended by Recueil d'Ordonnances, Tome XXI, p. 460 and Ordinance No. IX of 2016; section 3 and the Schedule have been amended by Ordinance No. III of 2021; section 19 and the Schedule have been amended by Ordinance No. XIII of 2017 and Alderney Ordinance No. VIII of 2018; there are other amendments to the Law not relevant to this Ordinance.

- (c) after "in the family" insert "aged under eighteen,", and
- (d) for "£14.50" substitute "£14.80".

3. After section 1(2) insert –

- "(3) For the avoidance of doubt, as allowance is only paid in respect of a child aged under 18, it is only paid in accordance with this section and section 2(1)
 - (a) during any period in which the child is under the upper limit of compulsory school age, and
 - (b) during any period before the child attains the age of 18 years whilst the child is receiving full-time education.

(4) In this section -

"compulsory school age" is construed in accordance with section 2(1)(a),

"gross household income" means the income for the year of charge comprising the same calendar year in which an allowance is to be paid –

(a) in the case of the family of a married couple who are living together, of the claimant and the claimant's spouse,

- (b) in the case of the family of a couple cohabiting as if they were married, of the claimant and the claimant's cohabiting partner, or
- (c) in the case of any other family, of the claimant,

"income" is construed in accordance with subsection (5),

"Income Tax Law" means the Income Tax (Guernsey) Law, 1975 and includes any enactment under it,

"receiving full-time education" means receiving full-time education by attendance at a recognised educational establishment, and

"year of charge" has the meaning given by section 1 of the Income Tax Law.

(5) For the purposes of this section, the income of an individual referred to in paragraph (a), (b) or (c) of the definition of "gross household income" in subsection (4) (individual "A"), is A's total assessable income, wherever arising or accruing, in the relevant year of charge, calculated before the application of any allowances, reliefs or withdrawable deductions that may be set off against A's income in that year under the Income Tax Law, but net of any other deductions (including, for the avoidance of doubt, deductions which may be made in computing the amount of the profits of a business) that may be set off against A's income in that year under the Income Tax Law; and in this subsection –

- (a) "withdrawable deductions" means deductionsin respect of -
 - (i) interest paid on borrowed money allowed by virtue of section 1 of the Income Tax (Tax Relief on Interest Payments) (Guernsey) Ordinance, 2007,
 - (ii) contributions made to a pension scheme which is, or which is deemed to be, an approved scheme within the meaning of section 150 of the Income Tax Law, or
 - (iii) premiums paid or contributions made to a retirement annuity scheme or retirement annuity trust scheme approved by the Director of the Revenue Service under section 157A(2) or (4) of the Income Tax Law, and
- (b) other expressions have the same meaning as in the Income Tax Law,

and the Committee may by regulations amend this subsection.".

4. In section 19(1) (provisions as to certain special circumstances affecting the operation of s.3), for all the words from "permanently living in separation" until the end substitute "permanently separated".

Amount as to contribution to the cost of providing for a child.

- 5. (1) The rate of contribution to the cost of providing for a child, for the purposes of section 3(2) of the Family Allowance Law, is £14.80 per week or more.
- (2) The rate of contribution to the cost of providing for a child, for the purposes of the proviso to paragraph 1(1) of the Schedule to the Family Allowances Law, is £14.80 per week.

Consequential repeal.

6. The Family Allowances Ordinance, 2021^d is repealed.

Interpretation.

7. In this Ordinance, unless the context requires otherwise, "**the Family** Allowances Law" means the Family Allowances (Guernsey) Law, 1950.

Extent.

8. This Ordinance shall have effect in the islands of Guernsey, Alderney, Herm and Jethou.

Citation.

9. This Ordinance may be cited as the Family Allowances (Guernsey) (Amendment etc.) Ordinance, 2021.

d Ordinance No. III of 2021.

Commencement.

10. This Ordinance shall come into force on the 3rd January, 2022.

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

DEVELOPMENT & PLANNING AUTHORITY

EXTENSION OF TEMPORARY EXEMPTION FROM REQUIREMENT FOR PLANNING PERMISSION FOR CERTAIN CHANGES OF USE OF VISITOR ACCOMMODATION

The States are asked to decide:-

Whether, after consideration of the "Extension of Temporary Exemption from Requirement for Planning Permission for Certain Changes of Use of Visitor Accommodation" policy letter, dated 4th November 2021 they are of the opinion:-

- 1. To agree to extend the current temporary exemption in Class 9A of the Schedule to the Land Planning and Development (Exemptions) Ordinance, 2007 so that
 - (a) a change of use of visitor accommodation from a use within use class 7 or 8 of the Land Planning and Development (Use Classes) Ordinance, 2017 to a use within residential use classes 1, 2 or 5 in that Ordinance, which took place or will take place between the 25th March 2020 and the 31st December 2022 inclusive, is temporarily exempted from the requirement for planning permission subject to specified conditions being met including that the use reverts to its previous lawful visitor accommodation use prior to 25th March 2020 by 31st January 2023, and
 - (b) a change of use back to the lawful visitor accommodation use prior to the 25th March 2020, in compliance with the proposed exemption in paragraph
 (a), is also exempted from the requirement for planning permission,

as set out in paragraphs 5.1 to 5.4 of the policy letter and to give the Development & Planning Authority a power to further extend these dates by Regulations as set out in paragraphs 5.6 and 5.7 of the policy letter.

To agree that a consequential amendment be made to the provision in section 3(2) of the Land Planning and Development (Visitor Accommodation) (Amendment etc.) Ordinance, 2021 to take account of the extension to the temporary exemption so that the period during which the temporary exemption runs, for certain changes of use of visitor accommodation, is disregarded for the purpose of calculating the period within which a planning compliance notice may be issued, where there is a breach of planning control.

3. To direct the preparation of such legislation as may be necessary to give effect to the above decisions.

The above Propositions have been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications in accordance with Rule 4(1) of the Rules of Procedure of the States of Deliberation and their Committees.

of the ISLAND OF GUERNSEY

DEVELOPMENT & PLANNING AUTHORITY

EXTENSION OF TEMPORARY EXEMPTION FROM REQUIREMENT FOR PLANNING PERMISSION FOR CERTAIN CHANGES OF USE OF VISITOR ACCOMMODATION

The Presiding Officer States of Guernsey Royal Court House St Peter Port

4th November 2021

Dear Sir

1 Executive Summary

- 1.1 At the meeting of the States of Deliberation on 24th February 2021, the Assembly approved Propositions submitted by the Development & Planning Authority ("the Authority") relating to the policy letter entitled "Temporary Exemptions from Requirement for Planning Permission for Certain Changes of Use of Visitor Accommodation"¹).
- 1.2 The main decision in the Resolutions of 24th February 2021 was that certain changes of use of visitor accommodation which took place or will take place between 25th March 2020 and the 31st December 2021 inclusive, were to be made temporarily exempt from the requirement for planning permission, subject to certain conditions being met including that the visitor accommodation reverted back to its previous lawful use prior to 25th March 2020 by the 31st January 2022.
- 1.3 The current temporary exemption gives providers of visitor accommodation the certainty and flexibility to offer longer-term accommodation to non-visitors throughout 2021, subject to certain conditions, without the need to apply for planning permission for a change of use.
- 1.4 The proposals were brought to the States in view of the negative impact on the visitor economy as a result of the necessary travel restrictions implemented in response to the coronavirus pandemic. In making the recommendations, the

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¹ Billet d'État V of 2021, Article V

Authority recognised that due to the unknowns around the ongoing impact of the pandemic, it may be necessary to extend the provisions to further protect the provision of visitor accommodation for the future.

- 1.5 In the time since the Policy Letter was lodged in January 2021, restrictions on travel have eased, both locally and in the jurisdictions from which visitors may arrive. Early analysis of the available data suggests that businesses in the visitor accommodation sector were operating at near pre-Covid occupancy levels during the summer months. However, as we head into the winter, it is recognised that visitor demand is unlikely to match potential capacity within the sector.
- At the same time, the wider hospitality sector is facing significant recruitment challenges heavily influenced by Brexit and exacerbated by ongoing restrictions on travel from other jurisdictions. Together with current pressures on housing, the situation has been described in industry as a 'perfect storm'. While a range of urgent measures are being developed to address these contributing factors, there is a potential role for the visitor accommodation sector in alleviating the challenge of accommodation for workers in the short-term. This would effectively enable the sector the option of accommodating its own staff next season, as well as a continued source of revenue through the accommodation of other non-visitors.
- 1.7 The Authority is therefore proposing that the temporary exemption agreed in February 2021, which currently applies to certain changes of use taking place up to 31st December 2021, is extended to 31st December 2022. Consistent with the terms of the current exemption, it is proposed that premises operating under the extended temporary exemption must revert to the previous lawful visitor accommodation use prior to 25th March 2020 by 31st January 2023.
- 1.8 It is important that the relaxation on the use of visitor accommodation remains a temporary measure, linked to the impact of the Coronavirus pandemic on the tourist economy and designed to protect the visitor accommodation sector for the future when more normal trading conditions are resumed for the tourist economy. The Authority is satisfied that the conditions required by the existing temporary exemption are appropriate safeguards against the risk of any permanent loss of accommodation from the sector as a result of the exemption or extension of it.

2 Background

2.1 The travel restrictions implemented in response to the Coronavirus outbreak had a major impact on Guernsey's visitor accommodation sector as it severely restricted the number of business or leisure visitors travelling to Guernsey. It was in recognition of this, and the ongoing uncertainty around when those restrictions may be eased, that the exemption was originally proposed.

- 2.2 The temporary exemption is one of several measures implemented to support the visitor accommodation sector through challenging times, with more than £18m paid to the sector over an extended period of business support, and new policies introduced under the population management regime to facilitate the recruitment of workers from the UK and elsewhere, recognising the significant impact of Brexit.
- 2.3 Since March 2020 when the Island went into its first lockdown, the Authority had in effect suspended, on a temporary and interim basis, the relevant restrictions relating to the use of serviced and non-serviced visitor accommodation². Having received a request from the Guernsey Hospitality Association for the suspension to continue into the 2021 tourist season, the Authority sought approval from the States for its intended approach and to provide for a temporary exemption in legislation.
- 2.4 The States' approval of the temporary exemption gave clarity to owners of serviced and non-serviced visitor accommodation that, subject to meeting certain conditions, they may offer longer-term accommodation to non-visitors throughout 2021 without requiring planning permission for a change of use.
- 2.5 The Land Planning and Development (Visitor Accommodation) (Amendment etc.) Ordinance, 2021 ("the Ordinance")³ was commenced in pursuance of the Resolutions, with the effect that:
 - i. Class 9A was added to the Schedule to the Land Planning and Development (Exemptions) Ordinance, 2007⁴, making a change of use of visitor accommodation from a use within use class 7 or 8 of the Land Planning and Development (Use Classes) Ordinance, 2017 to a use within residential use classes 1, 2 or 5 in that Ordinance, which took place or will take place between 25th March 2020 and the 31st December 2021 inclusive, temporarily exempt from the requirement for planning permission, subject to certain conditions being met including that the visitor accommodation reverts back to its previous lawful use prior to 25th March 2020 by the 31st January 2022;
 - ii. Section 48(4) of the Land Planning and Development (Guernsey) Law, 2005⁵ was modified so that the period during which the temporary exemption runs

² Use class 7: serviced accommodation is defined as premises providing temporary accommodation for visitors for reward, with a standard or high level of guest services, and includes hotels, guest houses, bed & breakfasts and serviced apartments.

Use class 8: non-serviced accommodation is defined as premises providing temporary accommodation for visitors for reward, with no or only a basic level of guest services and includes self-catering accommodation and 'winter lets'.

³ The Land Planning and Development (Visitor Accommodation) (Amendment etc.) Ordinance, 2021

⁴ The Land Planning and Development (Exemptions) Ordinance, 2007

⁵ The Land Planning and Development (Guernsey) Law, 2005

is disregarded for the purpose of calculating the period during which a planning compliance notice can be issued, where there is a breach of planning control;

- iii. Section 4A was added to the Land Planning and Development (Use Classes) Ordinance, 2017⁶, requiring that owners or occupiers of non-serviced visitor accommodation which, under legislation already in force, are legally being used as a "winter let" between November and March must notify the Authority of such use within 21 days of the use first occurring in each winter let period.
- 2.6 The States' approval of the exemption recognised that the 2021 tourist season was likely to remain impacted due to ongoing uncertainty over travel restrictions, and that the exemption would enable owners to continue to operate and so retain a level of viability within the visitor accommodation sector, protecting it for the future when the Island's tourist economy is able to return to full trading.

3 Travel and demand for visitor accommodation

- 3.1 The context in which the extension is being proposed is different to when the exemption was first agreed, as the restrictions on travel have been continually eased and the vaccination programme has progressed. Fully vaccinated travellers from within the Common Travel Area ("CTA") have been able to visit the Island without a period of self-isolation since 1st July 2021.
- 3.2 At the time of writing and as of 27th October 2021, all arrivals who have only been in the CTA in the previous 10 days are not subject to any testing or isolation requirements, regardless of vaccination status. Further, fully vaccinated travellers arriving from outside the CTA, from countries NOT on the UK's red list, are only required to undertake Lateral Flow Tests in the days following their arrival (rather than a PCR test) and are not required to isolate.
- 3.3 Since the start of August 2021, the States of Guernsey's Corporate Communications team has invited responses to fortnightly surveys from the operators of serviced and non-serviced visitor accommodation. The surveys seek information regarding the proportion of accommodation which is open and the projected occupancy rates.
- 3.4 Only a sample of visitor accommodation providers respond to each of the surveys, and not all the same businesses respond each time the survey is repeated so it is difficult to draw conclusions about the sector, although the data does provide some insight. The following information relates only to respondents in the island of Guernsey.

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⁶ The Land Planning and Development (Use Classes) Ordinance, 2017

- 3.5 While a full analysis of the findings has not yet been undertaken, initial results indicate that approximately 85% of the total units were open for the summer season. On average, respondents reported 71% occupancy throughout both August and September, indicating that providers were operating at near pre-Covid occupancy levels.
- 3.6 However, some respondents stated that their summer occupancy rates were buoyed by their decision to offer longer term lets to non-visitors under the exemption. Several providers reported cancellations due to concerns about changing travel restrictions, while others had deliberately left gaps between bookings to facilitate enhanced cleaning. In each issue of the survey, comments were left by providers about the impact of limited staff availability.
- 3.7 Occupancy projections made in mid-October for that month averaged 56%, with a marked difference between the average projections for non-serviced accommodation (69%) and serviced accommodation (40%). Projections were further reduced for November, with non-serviced accommodation averaging 49% projected occupancy and serviced accommodation just 18%, although limited numbers of respondents mean that these figures are not necessarily representative.
- 3.8 It is worth noting that outside of the exemption, providers of serviced accommodation are not normally permitted to operate 'winter lets' in the way that providers of non-serviced accommodation otherwise might between November and March. Tourist demand is not expected to increase significantly until Easter 2022, which typically marks the beginning of the tourist season.
- 3.9 Recognising the ongoing impact of COVID-19 on the visitor economy, the Government Work Plan prioritises continued focused support for hospitality and tourism businesses, in light of their importance as a part of the Island's economy and community. Monetary investment, policy changes and staff resources continue to be directed towards the sector, with a current focus on extending the season and ensuring that the sector can be fully staffed for the next summer season.

4 Supply of accommodation for workers

4.1 Businesses in the hospitality sector are currently facing significant recruitment challenges, heavily influenced by Brexit and exacerbated by ongoing Covid-19 travel restrictions around the world. Comments from respondents to the survey reflected the fact that the availability of staff has limited the proportion of units which businesses were able to open this summer, particularly in hotels which tend to have higher potential capacity.

- 4.2 As part of a suite of measures to address the barriers and attract staff from outside the Bailiwick, the Committee for Economic Development and the Committee for Home Affairs are working together with the Guernsey Hospitality Association on a promotional campaign to help recruit hospitality staff for the 2022 tourist season⁷. The provision of suitable accommodation for employees is recognised as an important factor in attracting the staff required to provide visitors with a full range of services.
- 4.3 Guernsey is currently in a position where there are more job vacancies than there are suitable candidates here available to fill them. At the same time there are already more people here than there is available accommodation of the type that they would like or require. This is reportedly impacting the ability to attract staff from off-island in many sectors. The Government Work Plan prioritises the delivery of urgent measures to address the housing pressures, as an action to commence within the first 6 months of the plan.
- 4.4 For the hospitality sector, an extension of the temporary exemption would enable the sector to help itself by offering accommodation for workers for the 2022 season, alongside the flexibility to continue providing temporary accommodation to other non-visitors.
- 4.5 There will of course be a need to ensure sufficient capacity within the visitor accommodation sector for visitors in the 2022 season. It is hoped that conditions within the tourism sector will be even closer to pre-pandemic levels than those experienced in 2021. There is certainly potential for this, enabled by the global vaccination programme and the further relaxation of travel restrictions.
- 4.6 Therefore, in proposing the extension, the Authority remains mindful of the purpose of the exemption, which is to retain a level of viability within the visitor accommodation sector, protecting it for the future when more normal trading conditions are resumed. Accordingly, it is considered vital to the recovery of the sector that businesses can recruit enough staff for next season to maximise their operational capacity, and that the flexibility to offer accommodation for those staff is an enabler to this.
- 4.7 A balance will need to be struck between the provision of accommodation for visitors and the use of visitor accommodation to house workers (in hospitality or other sectors). However, the Authority considers that this is a decision for providers to take at an individual level, having regard to their own circumstances.
- 4.8 The Authority is satisfied that the conditions to which the existing exemption is subject are appropriate safeguards against the risk of any unintended permanent loss of accommodation from the sector. It is proposed that any businesses

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⁷ https://www.gov.gg/Hospitalitymarketing

operating under the extended exemption would be required to revert to the previous lawful visitor accommodation use prior to 25th March 2020 by 31st January 2023. Any provider not complying with this or other relevant conditions would be in breach of planning control and may be issued with a planning compliance notice.

5 Proposed terms of the extension

- 5.1 The current temporary exemption applies to certain changes of use which took place or will take place between the 25th March 2020 and the 31st December 2021. Having considered the information set out in this Policy Letter, the Authority is proposing a short-term extension of the timeframe to enable providers to continue offering longer-term accommodation to non-visitors without requiring planning permission.
- 5.2 For reference, the current exemption applies to changes of use from use class 7 (serviced visitor accommodation) or use class 8 (non-serviced visitor accommodation) to use class 1 (dwelling house), use class 2 (flat) or use class 5 (use of part of a dwelling for businesses purposes). The Authority is not proposing any amendment of this scope.
- 5.3 It is proposed that the current exemption is extended by a further 12 months, such that it applies to relevant changes of use which took place or will take place between the 25th March 2020 and the 31st December 2022 inclusive. Premises operating under the exemption will remain subject to the same conditions set out in the Ordinance, but would be required to revert to the previous lawful visitor accommodation use prior to 25th March 2020 by 31st January 2023, as opposed to 31st January 2022.
- 5.4 A change of use back to the lawful visitor accommodation use prior to the 25th March 2020, in compliance with the exemption, would remain exempt from the requirement for planning permission for the extended period of the exemption.
- 5.5 It is proposed that the extended period of the exemption is disregarded for the purpose of calculating the period within which a planning compliance notice may be issued, where there is a breach of planning control.
- 5.6 In addition, acknowledging the unknowns relating to the ongoing impact of the Coronavirus pandemic, the States is asked to confer a power upon the Authority to further extend the period of the exemption by Regulations as it considers necessary. This power would enable the Authority to extend both the timeframe within which the exemption applies to eligible changes of use, as well as the date by which premises must revert to their previous lawful use and to make consequential amendments to the disregard provision referred to in paragraph 5.5.

5.7 The Authority would consult with relevant States' committees when considering any proposal to further extend the period of the exemption. However, the appropriate consultees would be expected to vary based on the prevailing conditions which had led to a further extension being considered. Therefore, the Propositions do not seek to predetermine the scope of such consultation.

6 Consultation

- 6.1 The Authority has consulted with the Law Officers of the Crown in the preparation of the Propositions.
- 6.2 As the Propositions relate to the responsibilities of both the Policy & Resources Committee and the Committee *for* Economic Development, the Authority has consulted these committees.
- 6.3 The Authority consulted the Committee *for* Economic Development having regard to its responsibilities to advise the States and to develop and implement policies on, inter alia, the promotion and development of all sectors of business and the labour skills necessary to sustain economic prosperity. Deputy Inder and Deputy Kazantseva-Miller recused themselves from commenting on behalf of the committee. The remaining Members consulted were unanimously supportive of the proposals set out in this Policy Letter.
- 6.4 The Authority consulted the Policy & Resources Committee in respect of its responsibilities to advise the States and to develop and implement policies and programmes relating to, inter alia, economic affairs and promoting the States' overall policy objectives. The Propositions have the unanimous support of the Policy & Resources Committee.
- 6.5 Copies of the consultation responses received from the Policy & Resources Committee and the Committee *for* Economic Development are attached as Appendix 1.

7 Conclusions

- 7.1 In proposing an extension of the current temporary exemption to the end of 2022, the Authority is seeking to provide ongoing support to the visitor accommodation sector during challenging times for the tourist economy. The extension would allow providers of visitor accommodation continued flexibility in how they may maintain an income stream and, at the same time, alleviate one of the current challenges relating to the recruitment of staff from off-island.
- 7.2 The purpose of the extension remains the same as when the exemption was originally proposed, which is to retain a level of viability within the visitor

accommodation sector, protecting it for the future when the Island's tourist economy is able to return to full trading. Having regard to this, the Authority is satisfied that there are sufficient safeguards in place to avoid an unintended permanent loss of visitor accommodation, and that individual providers will determine the appropriate balance of accommodation for visitors and non-visitors to enable them to capitalise on the 2022 tourist season.

7.3 For these reasons, the States is asked to approve the Propositions, so that providers of visitor accommodation may, on a temporary basis, continue to offer longer-term accommodation to non-visitors without requiring planning permission for a change of use.

8 Compliance with Rule 4

- 8.1 Rule 4 of the Rules of Procedure of the States of Deliberation and their Committees sets out the information which must be included in, or appended to, motions laid before the States.
- 8.2 Rule 4(1)(a) concerns whether, and how, Propositions contribute to the objectives and policies of the States of Deliberation. In accordance with Rule 4(1)(a), the Propositions align with the Government Work Plan priority to provide continued focused support to business where needed for the economy and community, in response to COVID-19. Further, the Propositions contribute to the wider work to urgently address housing pressures, which is prioritised as a recovery action to be commenced within the first 6 months of the Government Work Plan.
- 8.3 Rule 4(1)(b) concerns what joint working or consultation has taken place with Committees or relevant stakeholders in the preparation of the Propositions. As set out in section 6, the Authority consulted the Committee for Economic Development and the Policy & Resources Committee having regard to their mandated responsibilities. Deputy Inder and Deputy Kazantseva-Miller recused themselves from commenting on behalf of the Committee for Economic Development. The Propositions above have the unanimous support of the remaining Members of the Committee for Economic Development and the Policy & Resources Committee.
- 8.4 In accordance with Rule 4(1)(c), the Propositions have been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications.
- 8.5 In accordance with Rule 4(1)(d), the Authority does not anticipate any financial implications for the States of Guernsey as a result of the Propositions.
- 8.6 In accordance with Rule 4(2), the Propositions relate to the duties of the Authority to advise the States on land use policy and to develop and implement

land use policies through relevant instruments. It is confirmed that the propositions above have the unanimous support of the Authority.

Yours faithfully

V S Oliver President

A W Taylor Vice-President

J F Dyke A Kazantseva-Miller R C Murray



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21 October 2021

Dear Deputy Oliver,

Extension of the Temporary Exemption from Requirement for Planning Permission for Certain Changes of Use of Visitor Accommodation to Residential Uses to end of 2022

Thank you for sharing the Development & Planning Authority's ("D&PA") Policy letter outline and draft Propositions concerning the proposed extension of the temporary exemption from requirement for planning permission for certain changes of use of visitor accommodation to residential uses be extended by 12 months to the end of 2022 with Members of the Committee *for* Economic Development ("the Committee").

Deputy Inder has recused himself from this matter as he operates self-catering units. Deputy Kazantseva-Miller is a Member of the Development & Planning Authority and has therefore recused herself from commenting on behalf of the Committee for Economic Development as a matter of good governance. The remaining Members discussed the matter at the Committee *for* Economic Development's meeting on 21st October 2021.

As you will no doubt be aware, in January 2021 the Committee wrote in support of the current temporary exemption on the basis that it was appropriate in the light of the considerable uncertainty surrounding the ongoing impact of Covid-19 on the visitor economy. Nine months on, the hospitality and accommodation sectors are taking steps towards recovery from the pandemic but are now facing additional challenges post-Brexit, particularly in relation to staff recruitment.

The Committee is working with the Committee *for* Home Affairs and the Guernsey Hospitality Association on a promotional campaign to help recruit hospitality staff for the 2022 tourist season. As part of this work, it is recognised that the availability of suitable staff

accommodation is part of an attractive offering, and the Committee is aware that a shortage of residential accommodation is impacting recruitment across a range of sectors.

The Committee notes that the current temporary exemption expires midway through the winter season, requiring individuals to vacate premises operating as 'winter lets' under the exemption by 31st January 2022 and potentially leaving accommodation providers with a limited source of income until the beginning of the 2022 tourist season. The ability to continue offering longer-term accommodation to non-visitors after that date may make a significant difference to accommodation providers in maintaining their viability and protecting visitor accommodation for the future.

In considering the potential impact of the extension, the Committee is conscious of the need to ensure there is enough visitor accommodation to capitalise on potential demand from visitors during the 2022 season, when it is hoped that conditions for the tourist economy will have improved further. However, Members recognise that the ability to accommodate workers may support businesses with recruitment, enabling them to maximise their operational capacity. The flexibility to provide a balance of accommodation for visitors and longer-term accommodation for workers is therefore considered beneficial to the recovery of the Island's visitor economy.

If approved by the States Assembly, the extension of the current exemption from the requirement for planning permission for certain changes of uses of visitor accommodation to residential uses until the end of 2022 will provide a significant proportion of accommodation providers with greater certainty of revenue, particularly during the winter months, and will further support businesses in the 2022 tourist season through the potential to accommodate employees.

The Members of the Committee for Economic Development who have been consulted on this matter have no hesitation in supporting the D&PA's proposed propositions.

Yours sincerely,

Deputy Simon Vermueluen

Committee Member and Tourism Lead

jman Vennice



Deputy Victoria Oliver
President
Development & Planning Authority
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By email: developmentandplanning@gov.gg

26th October 2021

Dear Deputy Oliver

Extension of Temporary Exemption from Requirement for Planning Permission for Certain Changes of Use of Visitor Accommodation

Thank you for sharing the Development & Planning Authority's ("D&PA") Policy letter outline and draft Propositions, concerning the proposed extension of the temporary exemption with the Policy & Resources Committee ("the Committee").

The Committee has considered the proposal having regard to its mandate, in particular its responsibilities to advise on the financial resources of the States and to facilitate cross-committee working.

The visitor accommodation sector has been particularly impacted by the pandemic and the necessary measures implemented to control the spread of COVID-19. As a result, the sector has received over £18m of business support to date over an extended period of eligibility. Supporting business where needed for the economy and community is a priority of the Government Work Plan, and the Committee recognises that the purpose of the exemption — to protect visitor accommodation for the future when more normal trading conditions may be resumed — aligns with this.

The Committee understands that providers of visitor accommodation may be able to operate non-serviced accommodation for non-visitors with less staff than would ordinarily be required to serve visitors, and that in this sense the exemption may remain a key part of enabling some businesses to remain trading. It is hoped that the summer season in 2022 will see more normal conditions resumed for the tourist economy. However, the Committee

recognises that with the current pressures on housing, the potential to accommodate staff on the premises would equally be an enabler to recruitment for the season.

Further, the extension of the exemption would allow the visitor accommodation sector to continue to offer a temporary solution for those seeking to come to Guernsey and work in other economic sectors. This would support the alleviation of housing pressures in the short-term, while other focused measures are developed and implemented as prioritised in the Government Work Plan.

The Committee therefore deems it appropriate that the timeframe for the exemption is extended as set out in the draft Propositions.

The Committee notes that Proposition 1 asks the States to confer upon the D&PA the power to further extend the dates by Regulations. The Committee is supportive of this delegation of power but would recommend that the D&PA consults with the Committee *for* Economic Development should it consider any further temporary extension of the exemption.

Yours sincerely

Peter Ferbrache

President

Policy & Resources Committee

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of the ISLAND OF GUERNSEY

DEVELOPMENT & PLANNING AUTHORITY

EXTENSION OF TEMPORARY EXEMPTION FROM REQUIREMENT FOR PLANNING PERMISSION FOR CERTAIN CHANGES OF USE OF VISITOR ACCOMMODATION

The President
Policy & Resources Committee
Sir Charles Frossard House
La Charroterie
St Peter Port

4th November 2021

Dear Sir,

Preferred date for consideration by the States of Deliberation

In accordance with Rule 4(3) of the Rules of Procedure of the States of Deliberation and their Committees, the Development & Planning Authority requests that the Propositions be considered at the States' meeting to be held on 15th December 2021.

The current temporary exemption from the requirement for planning permission applies to eligible changes of use taking place in the period 25th March 2020 to 31st December 2021. Premises operating under the current terms of the exemption are required to revert to their previous lawful visitor accommodation use by 31st January 2022. The Authority is proposing that these dates are extended by 12 months.

In order to provide certainty and avoid potentially unnecessary disruption for providers and users of accommodation operating under the exemption, it is requested that the extension is debated in advance of the current end date of the exemption, at the States' meeting on 15th December 2021.

Yours faithfully,

V S Oliver President

A W Taylor Vice-President J F Dyke A Kazantseva-Miller R C Murray

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

DEVELOPMENT & PLANNING AUTHORITY

REVIEW OF THE LAND PLANNING AND DEVELOPMENT (EXEMPTIONS) ORDINANCE, 2007

The States are asked to decide: -

Whether, after consideration of the Policy Letter entitled 'Review of the Land Planning and Development (Exemptions) Ordinance, 2007', dated 8th November, 2021 they are of the opinion: -

- 1. To approve the proposed
 - a) new exemptions from the requirement to obtain planning permission for development, and
 - b) amendments to existing exemptions from that requirement (currently set out in the Schedule to the Land Planning and Development (Exemptions) Ordinance, 2007),

for specified descriptions of development subject to meeting required conditions as detailed in section 5 of the Policy Letter.

- 2. To approve the proposed new exemption from the requirement to obtain planning permission for a change of use of premises from a visitor economy use, falling within use class 7 or 8 of the Land Planning and Development (Use Classes) Ordinance, 2017, to a residential use within use classes 1 to 4 of that 2017 Ordinance, subject to restrictions as to the sites in relation to which the exemption applies and other specified conditions as detailed in section 6 of the Policy Letter.
- 3. To approve any necessary consequential and other amendments to the Land Planning and Development (Use Classes) Ordinance, 2017 and any other planning legislation necessary to give effect to the above decisions.
- 4. To direct the preparation of such legislation as may be necessary to give effect to the above decisions.

of the ISLAND OF GUERNSEY

DEVELOPMENT & PLANNING AUTHORITY

REVIEW OF THE LAND PLANNING AND DEVELOPMENT (EXEMPTIONS) ORDINANCE, 2007

The Presiding Officer States of Guernsey Royal Court House St Peter Port

8th November 2021

Dear Sir

1 Executive Summary

- Planning exemptions allow for certain development to proceed without planning permission provided that any conditions attached are satisfied. These descriptions of development are listed in the Land Planning and Development (Exemptions) Ordinance, 2007 ("Planning Exemptions Ordinance"). The Ordinance came into effect in April 2009 and was a significant move forward for the Planning Service at the time, allowing for more exempt development than the 1997 Exemptions Ordinance.
- 1.2 Since the implementation of the ordinance in 2009, land planning policies have been updated and seek to balance protection of the physical and natural environment with the need to maintain a balance between the competing demands of the community for the use of land. It is important therefore, that the Planning Exemptions Ordinance is aligned to this.
- 1.3 The Exemptions are set out in the Schedule to the Planning Exemptions Ordinance and divided into Classes applying to similar kinds of development¹. Amendments to all Classes are recommended, albeit not all exemptions, in order to ensure that they reflect current policies, including in the Island Development

¹ These classes of exemptions are referred to as "Classes" in this policy letter. This is different from Use Classes which refer to the different classes of use of land set out in the Land Planning and Development (Use Classes) Ordinance, 2017. A change between uses in different use classes requires planning permission under planning legislation unless exempted under the Exemptions Ordinance.

Plan, but also remain fit for purpose for the years to come with potential technological or industry improvements. A new Class 12 is also proposed to exempt a change of use of redundant buildings on specific visitor accommodation sites to residential use.

- 1.4 The proposed changes to the existing exemptions and new additions will improve the customer experience, removing the need for planning applications where the development would be consistent with policies and other planning considerations and possible impacts can be dealt with by the general conditions in the exemptions. This will also free up resource within the Planning Service, enabling it to be more efficient and direct more resource into service improvements and delivery. This will also mean that there will not be the opportunity for public comment before exempt development is carried out as there will be no planning application stage but the Authority believes that the exemptions, with the conditions proposed, provide for development for which planning permission would normally be granted.
- 1.5 The exemptions proposed do not affect the need for any Building Control licences or self-certification for building work.

2 Introduction

- 2.1 In February 2008, the former Strategic Land Planning Group (SLPG) commissioned Mr Chris Shepley, former UK Chief Planning Inspector to carry out an independent review of Guernsey's Planning Service².
- 2.2 The review examined, amongst other things:
 - How well the planning system was understood by the States and the public, and how it could be made more responsive;
 - The effectiveness of the current organisational arrangements in setting strategic policy objectives for the planning system; and
 - How the system could be improved to make legally robust and timely decisions on planning applications, and what the costs and benefits of this would be.
- 2.3 The Land Planning and Development (Guernsey) Law, 2005 and The Land Planning and Development (Exemptions) Ordinance, 2007 were introduced following the Shepley Report, which recommended that "the Law [was] brought into force without delay". The Law came into effect on 6th April 2009 along with a suite of essential ordinances to bring it into effect.
- 2.4 The Land Planning and Development (Exemptions) Ordinance, 2007, allowed for considerably more 'exempt development' than the previous 1997 Ordinance.

² Shepley Report into Guernsey's Planning Service

'Exempt development' is development that can proceed without the need for planning permission on most land provided any conditions set out in the relevant exemption are satisfied. Exemptions for domestic extensions and more substantial domestic outbuildings were included for the first time, along with a specific class of exemptions for States' Development as this was not previously subject to formal planning control.

- 2.5 The Strategic Land Use Plan (SLUP)³ and The Island Development Plan (IDP)⁴ were subsequently adopted by the States of Guernsey in November 2011 and November 2016 respectively. The SLUP sets the high-level agenda for land use within the Island, with the IDP setting out the land planning policies for the whole of Guernsey.
- 2.6 New exemptions were added and amendments made to certain exemptions relating to changes of use in 2017 consistent with changes to the Use Classes Ordinance⁵, a minor amendment was added in 2018 to Class 8 relating to election signs and a temporary exemption was added in 2021 for changes of use of visitor accommodation to certain residential uses in response to impacts on that sector caused by the coronavirus pandemic. However, no holistic review has been undertaken since the Ordinance was introduced until this point.
- 2.7 The policies of the SLUP and IDP seek to balance protection of the physical and natural environment with the need to maintain a balance between the competing demands of the community for the use of land. It is important therefore, that the Planning Exemptions Ordinance is aligned to this.
- 2.8 To ensure the Development & Planning Authority's ("the Authority") mandate is implemented and development across the Island is controlled appropriately, there are processes in place which must be followed. Applying for planning permission does have a cost associated to it which varies depending on the type of application, and the process also takes time to complete.
- 2.9 The Authority has undertaken a thorough review of all current exemptions with the aim of removing unnecessary red tape from the planning process, removing costs and time where possible. In the same regard, removing the requirement for planning permission where ordinarily the proposals would be consistent with planning policy and other material considerations under the Law will free up resource within the Planning Service, enabling it to be more efficient and direct more resource into service improvements and delivery.

⁴ Island Development Plan

³ Strategic Land Use Plan

⁵ Land Planning and Development (Use Classes) Ordinance, 2017 (guernseylegalresources.gg)

- 2.10 A number of amendments to individual exemptions are proposed, as well as introducing new Classes for flats and visitor accommodation. It is also considered particularly important to increase exemptions for renewable energy equipment such as solar products which will enable wider environmental benefits. The inclusion of wider exemptions relating to renewable energy installations promotes sustainable development and supports the Government Work Plan.
- 2.11 It is recognised that one area where greater consistency and balance is needed, is regarding Protected Buildings, Protected Monuments and Conservation Areas. Therefore, a large proportion of the work has involved reviewing the requirements on development taking place within Conservation Areas or on Protected Buildings and Protected Monuments and including them within exemptions where deemed appropriate. Development taking place on Protected Monuments or Buildings is not exempt unless specifically set out within the exemption.

3 Current Exemptions

- 3.1 An 'Exempt Development' is when planning permission is not required as long as all the conditions within the exemption are met. Planning permission is separate to licences or certificates issued under Building Regulations. Therefore, if a building licence is required, a separate application complete with full construction details and specification must usually be made to Building Control⁶.
- 3.2 There are currently 64 exemptions where work can be carried out without requiring planning permission which fall within 12 Classes.
- 3.3 The existing Classes are as follows in the Schedule to the Exemptions Ordinance:

Class 1	Development within the curtilage of a dwelling-house
Class 1A	Residential Change of Use
Class 2	Development within the curtilage of non-domestic buildings
Class 3	Maintenance, repair, minor alterations and temporary structures and uses
Class 4	Agricultural development
Class 5	Development by the States and Public Utility Providers

⁶ Building work relating to installation of certain heating and hot water appliances etc. does not require a licence but the work must be carried out by a specified person in accordance with the self-certification scheme requirements under the Building Regulations.

Class 6	Storage, distribution and Industrial change of use
Class 7	Trees
Class 8	Signs and Advertisements
Class 9	Retail and administrative, financial and professional change of use
Class 9A	Temporary visitor accommodation change of use
Class 10	Demolition

3.4 There are currently:

- 22 exemptions within Class 1;
- 1 exemption within Class 1A;
- 4 exemptions within Class 2;
- 2 exemptions within Class 3;
- 2 exemptions within Class 4;
- 13 exemptions within Class 5;
- 4 exemptions within Class 6;
- 5 exemptions within Class 7;
- 7 exemptions within Class 8;
- 1 exemption within Class 9;
- 2 exemptions within Class 9A; and
- 1 exemption in Class 10.
- 3.5 The existing Land Planning and Development (Exemptions) Ordinance, 2007 is available on the Guernsey Legal Resources website at https://www.guernseylegalresources.gg/CHttpHandler.ashx?documentid=8237 2.

4 Policy Context

- 4.1 The Strategic Land Use Plan (SLUP) provides a high-level spatial planning framework that was endorsed by the States in November 2011. Land use planning is the term used to describe the whole function of making provision for and controlling development, including setting policies and controlling location and form of buildings.
- 4.2 The SLUP takes a broad and long-term view of land use and spatial matters but also focuses strongly on the successful achievement of desired outcomes. The

SLUP is strategic in scope, guiding the preparation of new development plan policies, rather than being directly relevant to the determination of planning applications by the Authority which are decided taking into account the development plan policies and other material considerations. The SLUP does provide a framework for different States' committees and other agencies to work together.

- 4.3 The SLUP is a 20-year plan and therefore extends beyond the Island Development Plan and allows the Island to accommodate sustainable development and growth in the long term and respond to changing economic, social and environmental circumstances.
- 4.4 The purpose of the SLUP is to "contribute positively to maintaining Guernsey as a desirable place to live, work and enjoy leisure time through the implementation of land use policies that create a socially and economically strong Island balanced with the protection and enhancement of Guernsey's physical environment and respecting international efforts to safeguard the global environment."
- 4.5 The Island Development Plan (IDP) was adopted by the States of Guernsey in November 2016 and sets out the land planning policies for the whole of Guernsey with a ten-year life span.
- 4.6 The IDP sets out, amongst other things, how householder applications for development will be assessed and how the local economy will be supported through the use of land. The planning policies of the IDP set out the policies against which development proposals must be assessed with additional considerations being set out in the planning legislation.
- 4.7 The IDP includes location-specific and general policies. Location-specific policy areas include but are not limited to: Main Centres, Main Centre Outer Areas, Local Centres, Safeguarded Areas, and Sites of Special Significance. General policies apply to development throughout the Island. Some are relevant to specific development; however, others will be relevant in all circumstances and it is important that all relevant General Policies are applied.

5 Proposed amendments to the Planning Exemptions Ordinance: Classes 1-11

5.1 The Planning Exemptions Ordinance came into force in 2009. New Exemptions were added, and amendments were made to certain exemptions relating to changes of use in 2017 consistent with changes made in the Use Classes Ordinance. A minor amendment was added in 2018 to Class 8 relating to election signs and a temporary exemption was added in 2021 for changes of use of visitor accommodation to certain residential uses in response to impacts on that sector caused by the coronavirus pandemic. However, no holistic review has been undertaken since the Ordinance was introduced until this point. The Island's

circumstances have changed since 2009 and new planning policies have been implemented and therefore, it is vital that planning exemptions are updated to reflect the policy intention.

- 5.2 The Policy Letter titled 'Review of the Land Planning and Development (Use Classes) Ordinance, 2007'⁷, debated by the States in 2016, highlighted the need to reflect changed circumstances and the development of new policy approaches.
- 5.3 The policy principles for all proposed changes and additions to the Planning Exemptions Ordinance are set out in the tables within this section of the Policy Letter to allow for comparison between the existing and proposed exemptions. The Tables set out the policy principles, but certain points of detail are likely to need adjustment and proposed numbering of classes may alter when the legislation is drafted to achieve those in principle changes⁸. Most of the changes are to widen or add exemptions but certain proposals apply additional conditions to existing exemptions where considered appropriate during the review.
- 5.4 The exemptions do not apply to protected buildings and protected monuments unless expressly stated but will apply to conservation areas and sites of special significance unless specifically excluded. The Authority also felt it important to highlight some specific changes that are recommended.
- 5.5 Class 1 provides exemptions for development within the curtilage of a dwelling-house. The Authority is proposing that the majority of exemptions within Class 1 are broadened, not only to improve customer experience but to reflect industry standards, allowing for planning exemptions to remain applicable as technologies advance. It is recognised that over time people's expectations of what can be done to their own homes have changed and this has been reflected within the IDP. The broadening of the exemptions within Class 1 reflects these expectations and allows the proportionate flexibility for owners to carry out works to their houses.
- 5.6 The SLUP sets out expectations that all new development (including redevelopment and refurbishment) should demonstrate the wise use of natural resources and incorporate sustainable construction techniques. Policy GP9 in the IDP states that development will be supported where it is demonstrated that the proposals have been designed to take into account the use of energy and resources and any adverse impact on the environment, through paying particular regard to certain matters including appearance of the building and materials used. Policy IP1 also supports the installation of renewable energy installations,

⁷Review of the Land Planning and Development (Use Classes) Ordinance, 2007

⁸ Legislation may be by way of amendment to the current Ordinance or provide for a new Exemptions Ordinance.

- subject to listed criteria being met, as Guernsey has a global responsibility to play its part in addressing the effects of use of fossil fuels on global climate change.
- 5.7 The Authority thought it necessary to broaden the exemptions relating to energy and solar products to encourage sustainable development in line with the above policies, but also the Energy and Climate Change Policies approved by the States of Deliberation in June and August 2020 respectively.
- 5.8 The Strategy for Nature was endorsed by the Assembly in June 2020 and it was subsequently adopted by the Authority as supplementary planning guidance. In line with this, changes are proposed which support biodiversity. Hard-surfaced areas will need to use permeable materials to effectively manage rainwater runoff, unless it is an extension of an existing surface in which case it is proposed that the same material as the existing area can be used.
- 5.9 Class 1A was added to the Planning Exemptions Ordinance in 2017 following changes to the Use Classes Ordinance to provide an exemption for a change of use from Residential Use Class 5 to use as a dwelling house or flat in Residential Use Class 1 or 2; this allows a dwelling for one household which has only up to two rooms used for business/professional/retail purposes to be changed to use solely as a dwelling house or flat for one household without a need for planning permission. This Policy Letter is proposing to allow part of a dwelling used for one household to be used for business/professional/retail purposes without the need for planning permission but subject to specified conditions. There is also a proposal to create a new exemption allowing a dwelling in multiple occupation in Use Class 6 of the Use Classes Ordinance to change to use as a house or flat used for one household within Use Class 1 or 2 of the Use Classes Ordinance without the need for planning permission. The proposed changes to this class respond to the changing world particularly post pandemic. It recognises the shift towards working from home and the ability to be able to change from a house in multiple occupation to a flat or house used by one household without the need for planning permission.
- 5.10 The Authority is proposing that a new exemption Class 1B is added to allow owners of flats the ability to develop their residence in certain ways without the need to apply for planning permission. Whilst it is not possible to allow the whole suite of exemptions which apply to dwelling-houses to apply to flats due to the nature of some of these works, the Authority has recognised that some exemptions can be given where none exist at present. Not only will this remove restrictions placed on residents, it will also remove the associated planning application fee. The addition of a new exemption class for flats is consistent with the Island Development Plan which in policy terms does not differentiate between occupiers of flats or occupiers of houses. The flexibility to develop residential properties as set out within the IDP will thus be reflected within this new exemption.

- 5.11 Amendments to exemptions within Class 2 Development within the curtilage of non-domestic buildings are proposed in order to provide the commercial sector with additional scope to carry out works to their premises without the need to apply for planning permission. It is envisaged that this will allow additional flexibility to alter commercial buildings to adapt to changing business needs. The Planning system is a fundamental tool for enabling the Island to recover from the pandemic and this needs to be reflected in the Planning Exemptions Ordinance.
- 5.12 The Authority proposes that Class 4 be extended to include certain development for horticultural purposes. In addition, four new exemptions are proposed as well as a broadening of the existing two exemptions for fences and farm gates following feedback from industry and the community. Class 4 exemptions will apply to all land used for agricultural purposes, which is defined as all purposes directly connected with the use of land as arable, meadow or pastureland. The Authority recognises the need to allow the industry to work more freely within good farming practices. The broadening of the existing exemptions will allow for this whilst introduction of new exemptions will enable limited development to facilitate use of the land for horticultural/agricultural purposes for both the farming industry and individuals who wish to use parcels of agricultural land for independent growing.
- 5.13 Class 5 sets out exemptions for development by States and Public Utility providers. Through Public Service Reform, and the Island's response to the pandemic, there is a need for efficiencies to be made across the whole States' organisation. Therefore, the broadening of some existing exemptions is recommended, along with new exemptions for speed humps and other traffic calming measures, bus shelters, cycle shelters and hoops and water refill points. These are areas where planning applications are regularly submitted and approved and so, these exemptions would remove a layer of unnecessary red tape. It would also free up officer time in making planning applications and allow greater ability to schedule development accordingly.
- 5.14 The only proposed change to Class 6 Storage, Distribution and Industrial Change of Use is to remove the limitation of maximum floor area in paragraphs 3 and 4, allowing the required changes to be applied to any of the specified changes of uses in those paragraphs without restriction. This will enable flexibility within the commercial market in order to meet their needs and responds directly to industry feedback.
- 5.15 Within Class 8 Signs and Advertisements the Authority is proposing a number of new exemptions, including electric car charging points and parish signs, as well as the installation of temporary art installations for a 20-week period. The new exemptions proposed relating to signs will fall within Class 8 but further

- consideration may be given as to where best to place the temporary art installation exemption.
- 5.16 Similarly to Class 6 exemptions, the Authority is proposing new exemptions within Class 9 Retail and Administration, Financial and Professional Change of Use to allow businesses to change the use of a building to certain uses more easily in response to market conditions, allowing more flexibility in particular within the Main Centres. However, units can only be altered subject to meeting the conditions in the exemption. The restrictions in place through the conditions would ensure that satisfactory living standards are maintained whilst not having a significant impact on the retail provision currently offered by St Peter Port and St. Sampson, utilising lesser-used upper floors of buildings to help encourage and complement active town centres. The changes include allowing an exemption for a change of use of an upper floor of a building in a Main Centre from use for retail or administrative, financial or professional services use class (office use) to use as a residential flat subject to specified conditions.
- 5.17 In addition to the above, a new exemption is proposed to allow a change of use between self-catering visitor accommodation within use class 7 of the Use Classes Ordinance and a residential use in Use Class 1 of the Use Classes Ordinance (a dwelling house). This includes a change from or to either type of use as long as the part of the property converted to residential use forms part of the original house and there are no more than 2 self-catering units on the site. This exemption can be applied to protected buildings and monuments. The self-catering units to be created, or lost, must have a valid boarding permit at the time of the change of use and the Planning Service must be notified of the change of use within 1 month of it occurring. The introduction of this exemption reflects the permissive approach adopted by the IDP policies in relation to units comprising single dwelling-houses with less than 3 self-catering units and removes the burden often felt by smaller operators within or wanting to be within the tourist accommodation sector.
- 5.18 It should be noted that all proposed changes and additions set out the policy principles only and exact wording, numbering and points of detail will be subject to legal drafting. The Planning Exemptions do not provide an exemption from any requirements under the Building Regulations.
- 5.19 All exemptions remain the same as the existing unless noted as change or superseded by proposed changes. Unless specified, exemptions will not apply to Protected Buildings or Protected Monuments. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise.
- 5.20 Class 1 Development within the curtilage of a dwelling-house

Table 1 – Proposed changes to Class 1 Exemptions

Existing exemption in full Propos

Proposed changes

All exemptions remain the same as existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise.

1.1: Alterations to the external walls of a dwelling-house

Alterations to the external walls of a dwelling-house consisting of rendering, removing render or re-cladding in natural stone or wood provided that the development is not carried out in relation to any building which was substantially constructed before 1900 or which is within a conservation area.

Widen the exemption to include alterations to external walls of outbuildings within the curtilage of a dwelling-house.

Broaden the range of materials that can be used when altering the external walls of a dwelling-house or outbuilding.

Remove condition that building must not be within a conservation area but retain condition that building must not be pre-1900.

NB. The Authority is considering allowing the use of render, cement boards, wood, natural stone but this could be widened.

1.2: Satellite dish antennas

Installation of a satellite dish antenna on, or within the curtilage of, a dwelling-house provided that

- (a) there is only one satellite dish antenna on, or within the curtilage of, the dwelling-house,
- (b) the size of the satellite dish antenna, including any means of fixing, measured in

Increase the number and size of satellite dish antennas allowed on a dwelling-house subject to a condition that any dish is principally for domestic usage not principally for trade or business.

NB. The Authority is considering up to 1m maximum size, but with a limitation of one dish on any one elevation of the house or within the garden area.

any dimension, does not exceed 90 centimetres.

1.3: Solar panels

Installation of a solar panel on, or within the curtilage of, a dwelling-house provided that-

- (a) where the panel is mounted on a roof, it is installed parallel to the plane of the roof slope and it projects no more than 30 centimetres from that plane,
- (b) the panel is not installed on any roof slope facing a highway,
- (c) where the panel is mounted on the ground, no part of it is located forward of any elevation of the dwelling-house that faces a highway,
- (d) where the solar panel is mounted on the ground-
- (i) it does not exceed 2 metres in height,
- (ii) the total area of the panel to be installed, or of that panel together with any other panel mounted on the ground within the curtilage, does not exceed 10 square metres, and
- (iii) it is not located more than 30 metres from the dwelling-house.

1.3: Solar products

Increase the scope of the exemption to include other solar products and to apply on, or within the curtilage, of a protected building.

Clarify that this permits installation of products on ancillary outbuildings and structures.

Allow multiples of the same products to be installed without limitation on the same part of a building or on the ground except on or in the curtilage of more sensitive buildings.

Amend existing condition requiring solar products are not installed on a roof slope facing a highway to only apply where the building is a protected building

Where the building is not a protected building and the roof slope can be seen from a highway, the panels must be of an integrated design.

NB. Sensitive buildings are those likely to have greater contribution to the character of the area, i.e. pre-1900 buildings and protected buildings.

1.4: Replacement of a door or window in existing aperture

The replacement of a door or window within an existing aperture in a dwelling-house provided that where the dwelling-house is within a conservation area or is substantially constructed before 1900 the

Broaden the exemption to include roof lights and roof lanterns. Roof lanterns can also be described as pyramid roof lights.

Remove the condition in relation to materials, design etc. of the replacement within a Conservation Area.

replacement is of the same design, means of opening and made of the same material as the one it replaces.

1.5: Installation of a door or window in a new aperture.

The installation of a door or window within a new aperture in a dwelling-house provided that -

- (a) the new door or window is not installed in any elevation of the dwellinghouse that faces a highway,
- (b) where the new door or window is installed in any elevation of the dwelling-house that faces a boundary with a neighbouring dwelling-house, such door or window is not within 5 metres of that boundary unless that elevation already has a door or window,
- (c) the new door or window is not installed above ground floor level.

Broaden the exemption to incorporate the ability to insert a door or window in an altered opening, changed in order to accommodate the new door or window.

Permit the creation of new doors and windows on elevations of houses facing a highway except where substantially constructed pre-1900.

Change to allow insertion of windows and doors within 3m of the boundary with a neighbouring residential property where there are existing non-obscure or non-high-level windows or doors on that elevation. Otherwise retain as 5m where there is no existing window or door or if there are high level or obscure windows on that elevation.

1.6: Re-roofing

The re-roofing of a dwelling-house or of an outbuilding within the curtilage of a dwelling-house provided that where the dwelling-house or outbuilding is within a conservation area or is substantially constructed before 1900 the material to be used is natural slate or clay tiles.

1.6: Re-roofing including the re-roofing of structures within the curtilage.

Broaden the exemption to include the reroofing of other structures, the original construction or placement of which was lawful, within the curtilage and allow limited increase in height of the roof [subject to reroofing of these buildings/structures and to accommodate the re-roofing works].

Amend the existing condition stipulating the finished roofing material so it only applies where the works are to a dwelling house within a conservation area or where that dwelling house or structure to be re-roofed was substantially constructed before 1900.

NB. The widened exemption would include the re-roofing of structures such as sheds and stables and would allow up to a 30 cm increase in the height of a roof. It is intended to restrict roofing materials to be natural slate or clay tiles where the building is within the Conservation Area or substantially constructed pre-1900.

1.7: Installation of roof-light

The installation of a roof-light on the roof of a dwelling-house provided that -

- (a) the roof-light does not exceed 1 metre x 0.6 metre, measured in any dimension,
- (b) the roof-light is installed on a roof slope that does not face a highway,
- (c) there are no more than two rooflights, including that to be installed, on the roof-slope in question.

1.7: Installation of roof-light or roof lantern (not cabrio-rooflights⁹)

Broaden exemption to include sun tunnels and roof lanterns installed on flat roofs.

Conditions will be imposed/the exemption amended to -

- Introduce a minimum cill height from finished internal floor level if the roof light is installed on a roof slope within a certain distance of a boundary with a neighbouring residential property and limit size and number of roof lights, sun tunnels and pyramid roof lights where they would be installed on a roof slope facing a highway.
- Clarify that this exemption does not relate to cabrio-roof lights or any roof light that creates a balcony/outlook area.

NB. The Authority is considering limiting to a total of 2 installations within a roof slope facing a highway and 1m x 1m in size and a minimum of 1.7m cill height where sited within 10m of a residential unit.

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⁹ Rooflights means a window, in the same alignment as a roof slope, which does not project substantially from that roof slope. Roof lantern means a three-dimensional structure used to allow light into a room and increases the height of the room. Cabrio rooflights means a roof light that can be opened to form a balcony area featuring a rail or balustrade which projects outside of the existing building form. Sun Tunnels is the use of a skylight with reflective tunnel that allows light to enter a room without exposing a view to the outside.

1.8: Installation of dormer

The installation of a dormer within the roofspace of a dwelling-house provided that -

- (a) the maximum width of the dormer, measured across its outside face, does not exceed 1.10 metres,
- (b) the dormer is not installed in a roof slope that faces a highway,
- (c) any glazing on the dormer is not within 10 metres, measured horizontally, of a boundary with a neighbouring residential property,
- (d) there are no more than two dormers, including that to be installed, on the roof-slope in question.

1.8: Installation of dormer and (re) cladding of dormer cheeks

Broaden to include cladding/re-cladding the sides of dormers (cheeks) where the property is not substantially constructed before 1900.

Where the property is substantially constructed before 1900 allow the cladding/re-cladding of the sides of dormers (cheeks) in certain materials.

Increase size of and number of dormers allowed.

Specify a minimum distance from any glazing elements installed in a roof slope within a certain distance of a boundary with a neighbouring residential property.

NB. The Authority is considering -

a maximum of 2 dormers on a roof slope, including that to be installed, of no more than 2m in width where not facing a highway and a maximum of 2 of no more than 1.1m in width where facing a highway;

a minimum distance of 10m, measured horizontally from any glazing elements in a dormer, from a neighbouring residential boundary; and

limiting materials on pre 1900 buildings to slate, cement boards or wood.

1.9: Erection of a porch

The erection of a porch on any elevation of a dwelling-house provided that -

(a) where the dwelling-house is within a conservation area or is substantially constructed before 1900, the porch is

1.9: Erection of a porch or enclosing an existing porch

Broaden to include the enclosing of an existing porch as well as the erection of a new porch.

Increase the allowed floor area and height of any new porch.

located on an elevation of the dwellinghouse that does not face a highway,

- (b) the floor area of the porch does not exceed 3 square metres and the height of the porch does not exceed 3 metres,
- (c) the porch is not within 2 metres of a highway,
- (d) there is only one porch attached to the dwelling-house,
- (e) the dwelling-house is not within a site of special significance.

Where enclosing an existing open-fronted porch there would be no size restriction applied

Increase the number of porches allowed but limit number on each elevation.

NB. The Authority is considering exempting porches up to 6 sq.m in area, 3m in height and allowing one porch per elevation.

1.10: The erection of an extension to a dwelling-house

The erection of an extension to a dwelling-house provided that -

- (a) no part of the extension extends forward of any elevation of that dwellinghouse that faces a highway,
- (b) where the dwelling-house is within a conservation area or is substantially constructed before 1900, the extension does not have a flat roof and is located on an elevation of the house that is not visible from a highway,
- (c) where the dwelling-house is not within a conservation area, is not substantially constructed before 1900 and the extension has a flat roof, the extension is located on an elevation of the property that is not visible from a highway,
- (d) where the extension does not have a flat roof, the roof is a lean to or a double-pitched roof with, in both cases, a pitch of not less than 22 and a half degrees,
- (e) the floor area of the extension does not exceed 20 square metres,

Allow a flat roof extension to be built that can be seen from a highway but the proposed extension must not project forward of the existing elevation of the house that faces that highway.

Increase the size and height of an extension that can be built.

Not allow new glazing within 3m of a boundary with a neighbouring residential property.

Remove condition (i) requiring the extension to be attached to the house as originally constructed.

Remove the need for a pitch of 22 and half degrees if the extension has a lean to or a double-pitched roof.

Remove the need for certain materials to be used in current conditions (j) and (k).

NB. the Authority is considering -

- (f) the height of any elevation of the extension, where it meets the eaves of the roof of that extension, does not exceed 3 metres and the height of the roof of the extension, measured to the apex of that roof where that roof is pitched, does not exceed 4 metres,
- (g) where any part of the extension is within 1 metre of any boundary with a neighbouring property, the height of that part does not exceed 2 metres,
- (h) glazing is not included within any elevation which is located within 1 metre of a boundary with a neighbouring property,
- (i) the extension is attached to the external walls of the dwelling-house as it was originally constructed,
- (j) the walls, other than glazed areas, are constructed of the same material as the predominant material used in the construction of the walls of the dwellinghouse,
- (k) the roof, other than glazed areas, is covered in a material to match the predominant material used in the existing roof of the dwelling-house,
- (I) any opening designed to admit a motor vehicle is set back at least 5 metres from a highway accessible from that opening,
- (m) the dwelling-house including the extension to be erected is not within a site of special significance.

a maximum of 30 sq.m in floor area;

The maximum heights of the roofs of the finished building where located over 1m away from the boundary of 3.5m if a flat roof and 4.5m if a pitched roof.

Providing that where any part of the extension is within 1m of the boundary with a neighbouring property the maximum height of that part can be up to 3m.

1.11: Erection of garden structure

The erection of a structure designed and used for the support of plants within the curtilage of a dwelling-house provided that-

1.11: Erection of Pergola or other garden structure

Amend the existing exemption to allow this type of development within the curtilage of a protected building or monument which is being utilised as a dwelling-house.

- (a) no part of the structure extends forward of any elevation of the dwellinghouse that faces a highway,
- (b) the height of the structure does not exceed 3 metres,
- (c) where any part of the structure is within 1 metre of the boundary of a neighbouring property the height of that part does not exceed 2 metres,
- (d) no part of the structure is located more than 30 metres from the dwelling-house,
- (e) neither the dwelling-house nor the structure to be erected is within a site of special significance.

Remove condition relating to maximum distance of structure from dwelling house.

1.12: Erection of shed

The erection of a freestanding shed, within the curtilage of a dwelling-house, to be used solely for the non-commercial purposes of that dwelling-house provided that-

- (a) no part of the shed extends forward of any elevation of the dwelling-house that faces a highway,
- (b) the height of the shed does not exceed 3 metres,
- (c) where any part of the shed is located within 1 metre of the boundary of a neighbouring property the height of that part does not exceed 2 metres,
- (d) the base area of the shed does not exceed 6 square metres,
- (e) no part of the shed is located more than 30 metres from the dwelling-house,

Amend the existing exemption to allow this type of development within the curtilage of a protected building or monument which is being used as a dwelling-house.

Increase the height and base area permitted.

Remove the need for certain materials to be used.

Amend height conditions -

where any part of the shed is located 2 metres or more from any boundary with a neighbouring property, to allow increase in maximum height of any part of the shed to 3.5m where the roof is flat or 4.5m when the roof is pitched, or

where any part of the shed is located less than 2m from any boundary with a neighbouring property, the height of that part must be no more than 3m.

- (f) the walls of the shed, other than glazed areas, are constructed of timber, natural stone or rendered blockwork,
- (g) there is only one shed within the curtilage,
- (h) neither the dwelling-house nor the shed is within a site of special significance.

NB. the Authority is considering a maximum base area of 10 sq.m. for a shed.

1.13: Erection of glasshouse

The erection of a freestanding glasshouse, within the curtilage of a dwelling-house, to be used solely for the non-commercial purposes of that dwelling-house provided that-

- (a) no part of the glasshouse extends forward of any elevation of the dwellinghouse that faces a highway,
- (b) the height of the glasshouse does not exceed 4 metres,
- (c) where any part of the glasshouse is located within 1 metre of the boundary of a neighbouring property the height of that part does not exceed 2 metres,
- (d) the base area of the glasshouse does not exceed 20 square metres,
- (e) no part of the glasshouse is located more than 30 metres from the dwellinghouse,
- (f) there is only one glasshouse within the curtilage,
- (g) neither the dwelling-house nor the glasshouse is within a site of special significance.

Amend the existing exemption to allow this type of development within the curtilage of a protected building or monument which is being utilised as a dwelling-house.

Increase the size of the glasshouse.

Increase the height permitted within 1m of a boundary with a neighbouring property.

Remove condition relating to maximum distance from dwelling-house.

Amend height conditions -

where any part of the glasshouse is located 2 metres or more from any boundary with a neighbouring property, to allow a height of glasshouse where the roof is pitched of 4.5m, or

where any part of the glasshouse is located less than 2m from any boundary with a neighbouring property, the height of that part must be no more than 3m.

NB. the Authority is considering an increase in the base area of a glasshouse to 30sq.m.

1.14: Erection of freestanding garage or other outbuilding

Amend to expressly include the erection of a car port.

The erection of a freestanding garage or other freestanding outbuilding (not falling within paragraphs 12 or 13) within the curtilage of a dwelling-house, to be used solely for the non-commercial purposes of that dwelling-house provided that-

- (a) no part of the garage or other outbuilding extends forward of any elevation of the dwelling-house that faces a highway,
- (b) where the garage or other outbuilding is within a conservation area the roof-
- (i) is pitched and has a pitch of not less than 22 and a half degrees, and
- (ii) is of natural slate or clay tiles.
- (c) the height of any elevation of the garage or other outbuilding, where it meets the eaves of the roof of that garage or other outbuilding, does not exceed 3 metres and the height of the roof of the garage or other outbuilding, measured to the apex of that roof where that roof is pitched, does not exceed 4 metres,
- (d) where any part of the garage or other outbuilding is located within 1 metre of the boundary of a neighbouring property the height of that part does not exceed 2 metres,
- (e) the base area of the garage or other outbuilding does not exceed 20 square metres,
- (f) no part of the garage or other outbuilding is located more than 30 metres from the dwelling-house,
- (g) the walls of the garage or other outbuilding, other than glazed areas, are

Increase the height and size permitted.

Broaden the materials allowed to be used in conditions (b(i), b(ii) and (g).

Amend height conditions -

where any part of the outbuilding is located 2 metres or more from any boundary with a neighbouring property, to allow increase in height of outbuilding or garage to 3.5m where the roof is flat or 4.5m when the roof is pitched, or

where any part of the outbuilding is located less than 2m from any boundary with a neighbouring property, the height of that part must be no more than 3m.

NB. the Authority is considering up to 30 sq.m in base area for a freestanding garage and including any type of cladding.

constructed of timber, natural stone or rendered blockwork,

- (h) any opening designed to admit a motor vehicle is set back at least 5 metres from a highway accessible from that opening,
- (i) there is only one such structure within the curtilage,
- (j) neither the dwelling-house nor the garage or other outbuilding is within a site of special significance.

1.15: Hard-surfaced areas.

The creation, extension or re-surfacing of a hard-surfaced area, including timber decking, within the curtilage of a dwelling-house provided that -

- (a) where the dwelling-house or the hard-surfaced area is within a conservation area the material used is-
- (i) loose laid natural stone gravel,
- (ii) paviours or bricks made, in either case, from concrete or clay,
- (iii) natural stone setts or natural paving slabs,
- (iv) concrete with rolled-in aggregate, or
- (v) timber boarding,

or, in the case of an extension or resurfacing of an existing hard-surface, is the same as the existing material,

(b) no part of any area created or extended is more than 30 metres from the dwelling-house,

1.15: Hard surfaced, Decking and grid force areas

Amend to expressly include non-natural timber decking including grid force and composite decking.¹⁰

Clarify that hard-surfaced area does not include laying of artificial grass.

Expressly exclude hard surface areas forming a new vehicle or pedestrian access onto a highway.

Add condition requiring that where resurfacing an existing hard-surfaced area or creating a new hard-surfaced area, the new material must be permeable.

Remove use of material as noted in (a) (iv)

Where extending an existing area of hard standing the same material as the area which is being increased in size can be used whether or not it is permeable.

¹⁰ Grid force is a system comprising of square grid shapes that provides ground reinforcement. Composite decking comprises of various parts or substances in this respect to produce decking boards.

- (c) the height of any timber decking or any other hard-surface created is not more than 50 centimetres above ground level,
- (d) neither the dwelling-house nor the hard-surfaced area is within a site of special significance.

Add new condition requiring that all permeable surfacing materials used must effectively manage rainwater runoff to a soakaway or SUDS¹¹.

1.16: Gates, fences, walls and earthbanks.

The erection of a gate, fence, wall or earthbank within or along a boundary of the curtilage of a dwelling-house provided that-

- (a) the height of such a structure erected within or along a boundary of the curtilage of a dwelling-house does not exceed 2 metres in height above any land within 2 metres on either side,
- (b) the height of that part of a structure which is erected in front of any elevation of the dwelling-house that faces a highway does not exceed 90 centimetres in height above any land within 2 metres on either side,
- (c) any fence is of timber construction,
- (d) any gate is of timber or metal construction,
- (e) any wall is of natural stone or rendered blockwork,
- (f) neither the dwelling-house nor the structure to be erected is within a site of special significance.

Broaden to allow the replacement of gates, fences or walls where the original structure has been granted planning permission or was considered lawful at the time it was erected under the Ordinance.

Remove the exemption in relation to earth banks as a separate new exemption is proposed for earth banks.

Clarify that timber construction includes construction with composite fencing materials.

^{1. &}lt;sup>11</sup> Soakaway: a pit, typically filled with hard core, into which wastewater is piped so that it drains slowly out into the surrounding soil.

SUDS: Sustainable drainage systems (SuDS for short) encompass a range of techniques for holistically managing water runoff onsite to reduce the quantity, and increase the quality, of surface water that drains into sewers from a development.

1.17: Domestic fuel containers.	No change
The installation within the curtilage of a dwelling-house, including where such house or its curtilage is, or is within the curtilage of, a protected building, of one container (including any associated catchpit) for any type of fuel and used exclusively for the domestic purposes of that dwelling-house, provided that-	
(a) where the container is sited forward of any elevation of the dwelling-house that faces a highway it is completely buried below the level of the ground surrounding it,	
(b) no part of the container (disregarding pipes and fittings) is more than 2.5 metres above the ground surrounding it,	
(c) the volume of the container does not exceed 1.50 cubic metres,	
(d) neither the dwelling-house nor the container is within a site of special significance.	
1.18: Domestic cesspits or soakaways.	No Change
The installation of a cesspit or soakaway, wholly below ground, within the curtilage of the dwelling-house which it serves, including where such house or its curtilage is, or is within the curtilage of, a protected building, provided that neither the dwelling-house nor the cesspit or soakaway is within a site of special significance.	
1.19: Installation of a swimming or other pool.	Remove condition (b).
The installation of a swimming or other pool within the curtilage of a dwellinghouse, including where such house or its	

curtilage is, or is within the curtilage of, a protected building, provided that-

- (a) the swimming or other pool is not located forward of any elevation of the dwelling-house that faces a highway,
- (b) the swimming or other pool is located within 30 metres of the dwelling-house,
- (c) neither the dwelling-house nor the swimming or other pool is within a site of special significance,
- (d) the swimming or other pool is not located within 2 metres of a boundary with a neighbouring residential property.

1.20: Installation of a traffic mirror.

The installation of a traffic mirror within the curtilage of a dwelling-house, including where such house or its curtilage is, or is within the curtilage of, a protected building, provided that -

- (a) there is only one within the curtilage, and
- (b) the size of the mirror, including any means of fixing, measured in any dimension, does not exceed 90 centimetres.

Remove the limitation of only one mirror allowed within the curtilage of a dwelling house.

Add a new condition or draft exemption to ensure that the mirror does not interfere with any movements of pedestrians or traffic flows.

Allow within the curtilage of or on a building that is a protected building.

1.21: Installation of a flag pole.

The installation of a free-standing flagpole within the curtilage of a dwelling-house, including where such house or its curtilage is, or is within the curtilage of, a protected building, provided that-

- (a) the height of the flagpole does not exceed 5 metres,
- (b) no advertising material is flown from the flagpole,

No change

(c) there is only one flagpole within the curtilage of the dwelling-house.	
1.22: Placing of a caravan.	22. Placing of a caravan or motorhome
The placing of a caravan on land within the curtilage of a dwelling-house, including where such house or its curtilage is, or is within the curtilage of, a protected building, provided that-	Remove condition (c).
(a) the caravan is not used for human habitation,	
(b) there is only one caravan within the curtilage of the dwelling-house, and	
(c) the caravan is not placed forward of any elevation of the dwelling-house that faces a highway.	
	NEW: 1.23: Removal of a hedge within the curtilage of a dwelling house
	To allow the removal of a hedge or part of a hedge within the curtilage of a dwelling-house, including where such house or its curtilage is, or is within the curtilage of a protected building during any period not falling within the bird breeding season
	This exemption will be subject to conditions/otherwise worded so that –
	 where that hedge forms a boundary with a neighbouring property, the hedge is to be replaced with another hedge of native species within 2 months (8 weeks) from the removal of the old hedge, and the removal of the hedge must not –

 affect an existing vehicle access or create a new vehicle access or result in the ability to encroach into neighbouring land; or
o remove a field boundary.
Note that under the proposed exemption hedging cannot be removed during the bird breeding season between March to July.
NEW: 1.24: Demolition and/or rebuild of a chimney
To exempt the demolition of and/or rebuilding of an existing chimney. Removal/rebuilding would not be exempt if the building is a protected building or a protected monument.
Where the building is pre-1900 the chimney must be rebuilt on a like for like basis (i.e. in the same design and including all details.
If the chimney is demolished matching roofing materials must be used.
NEW: 1.25: Installation of a chimney/flue
To exempt the installation of a chimney or flue subject to the condition that where the property is substantially pre-1900 or within a Conservation Area the flue must not be inserted on a roof slope facing a highway.
NEW: 1.26: Air source heat pump/air conditioning unit
To exempt the installation of 1 air source heat pump or air conditioning unit, within the curtilage of a dwelling-house, provided that it does not exceed a certain size or goes above a certain sound level.

Apply conditions limiting distance to a
neighbouring boundary and number of fans in the air source heat pump/air conditioning unit.
the an source heat pump/an conditioning unit.
NB. the Authority is considering –
requiring a minimum distance of 1m from any boundary with a neighbouring property
only allowing one fan within a unit,
requiring a unit to be no larger than 1m high x 1m wide x 350mm depth, and
requiring that the noise level measured or calculated at 1-metre from any part of the nearest existing noise sensitive premises must not exceed a level 5 Decibels below the existing LA90 background noise level, including low frequency tones ¹² .
NEW: 1.27: Excavation and changing ground levels (not involving the creation of a swimming or other pool)
To allow the change in ground levels below or above the existing ground level of no more than 50 cms above ground level either side.
Permitted providing there are no protected trees within the surrounding area and not within a Site of Special Significance.
NEW: 1.28: External insulated render
To allow the application of external insulated render on the outside of any dwelling-house subject to the condition that where the dwelling-house is situated in a conservation area or is substantially constructed prior to
1900, the application must not result in the

 $^{^{12}}$ The background noise level is the average minimum background sound level which could include low frequency. LA90 means that the noise level should not exceed 5 decibels below the average level for 90% of the time recorded.

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loss of or obscuring of any distinctive features ¹³ .
NEW: 1.29: Widen existing vehicular access
To allow the widening of a vehicle access where there is only one vehicle access serving the dwelling-house.
Conditions will be imposed/the exemption drafted to -
Restrict the extent of the widening permitted, and
The exemption would not apply in a conservation area or where the dwelling house was substantially constructed prior to 1900.
NB. The Authority is considering allowing up to 4m in width of an access.
NEW: 1.30: Alterations to roof form (ancillary domestic buildings and extensions)
To allow alterations to -
a roof of an outbuilding within the curtilage of a dwelling-house, or to a roof of an extension to a dwelling-house,
subject to conditions that –
the construction of the original outbuilding or extension must have received planning permission to be constructed or that it was constructed as exempt development at the time it was constructed

 13 Distinctive features could include render bands, decorative quoins, granite detailing, brick arches, for example.

- the exemption does not apply where the outbuilding or extension is either substantially constructed pre-1900 or is attached to a dwelling-house which is substantially constructed pre-1900, and
- limit the height of the roof as altered.

NB. The Authority is considering requiring that

- where any part of the altered roof is located less than 1 metre from any boundary with a neighbouring property, the height of that part must be no more than 3m in height, or
- in all other cases, the height of the altered roof must be no more than 3.5m if a flat roof or 4m if a pitched roof.

NEW: 1.31: Electric charge points for use for charging electric vehicles

To allow the installation of a vehicle charging point on a dwelling-house or outbuilding within the curtilage of a dwelling-house or a free standing charging point within the curtilage of a dwelling-house, including where that house is a protected building subject to the conditions that:

The charging point must be principally for the use of a vehicle used for private transport and not principally used in the course of a trade or business.

The charging point must be installed so that the vehicle is within the curtilage of the dwelling-house when being charged.

NEW: 1.32: Placing of storage units or bike barns

To allow the placing on land within the curtilage of a dwelling-house, including where such house or its curtilage is, or is within the curtilage of, a protected building of storage units or bike barns which are not fixed to the ground. The exemption will be subject to conditions imposing restrictions on —

- the size of the structures, and
- where located forward of an elevation of a house that faces a highway, on the size and number of such structures.

NB. The Authority is considering a limit of –

- one structure of a maximum of 1.2m in height for structures located in front of an elevation of a house facing a highway or located within 1m of a highway, or
- in other cases, one structure of a maximum of 2m in height.

NEW: 1.33: Replacement of Balustrade

Allow the replacement of a balustrade around an existing terrace or balcony of a dwelling-house, outbuilding or annexe.

The exemption will be subject to conditions to-

- require a minimum height for the balustrade but subject also to a limit on the maximum height,
- ensure any existing privacy screen would be retained or replaced on a like for like basis.

No extension to the existing balcony or terrace would be permitted. NB. The Authority is considering requiring a balustrade to be a minimum height of 1.1m and a maximum height of 1.8m. **NEW: 1.34: Construction of external steps** Allow the construction of external steps within the curtilage of a dwelling-house. The exemption will be subject to conditions to limit the distance of the steps from the dwelling-house and the height of the steps above ground level where the steps are located less than 2m from any boundary with a neighbouring residential property, provide a higher height limit for steps located more than 2m from any boundary with a neighbouring residential property. NB. The Authority is considering requiring – • the steps are located no more than 30m from the dwelling-house where any part of the steps is located less than 2 metres from the boundary with a neighbouring property, that the height of the steps is restricted to 50cms above ground level, and where any part of the steps is located more than 2 metres from the boundary with a neighbouring property, that the height of the steps is restricted to 1.5m

above ground level.

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NEW/REPLACEMENT: 1.35: Creation of earth banks
builts
This replaces the current exemption in 1.16 to move it to a separate exemption applying to earthbanks only.
Allow the construction of earth banks within the curtilage of a dwelling-house including where that dwelling house is a protected building.
Excludes dwelling-houses situated within an SSS.
The exemption will be subject to conditions/otherwise drafted to-
 restrict the maximum height of an earth bank, where located adjacent to a highway to 90cms, and
 impose requirements as to the gradient and planting of the earthbank; the Authority is considering requirements that the earth bank must be either of a 1:4 gradient and turfed using natural grass or a 1:3 gradient and seeded using natural grass.
NEW: 1.36: Construction of a ramp
Allow the construction of an external ramp, within the curtilage of a dwelling-house, where that ramp provides access into the dwelling house including where that dwelling-house is a protected building.
NEW: 1.37: Energy Storage
To allow the installation of one piece of energy storage equipment, at ground floor level, on any elevation of a house not seen from a highway.

NEW: 1.38: Polytunnels

Allow the placement of polytunnels within the curtilage of a dwelling-house, including where such house or its curtilage is, or is within the curtilage of a protected building subject to conditions to –

- restrict the area of a polytunnel to a maximum of 30sqm,
- restrict the height of a polytunnel where any part is located 2 metres or more from any boundary with a neighbouring property, to 3.5m, or
- where any part is located less than 2m from any boundary with a neighbouring property, the height of that part must be no more than 3m
- require the structure to be removed on cessation of use.

Table 2 - Proposed changes to Class 1A Exemptions - Residential Change of Use

Existing exemption in full Proposed changes All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise. 1A. 1: Change from use as part of a Broaden to allow part of a dwelling to be used dwelling for business purposes to other for business purposes but limit number of residential uses employees and number of rooms that can be used. Change in the use of land, including of any land which is, or is within the curtilage of a Restrict outside storage for business protected building or protected monument, purposes from an existing use falling within use class Limit visitor numbers to property for 5 (use of part of a dwelling for business business purposes to a maximum of no purposes) to a use within use class 1 more than 8 clients per day and no (dwellinghouse) or use class 2 (Flat). more than 2 visiting together,

- Limit the number of employees working at the dwelling-house,
- Limit number of rooms utilised and require the principal use of the building to be residential;
- Require that the Authority be notified within 1 month of change of use.

NB. The Authority is considering imposing conditions requiring no more than 2 employees.

NEW: 2. Change from use from residential use class 6 (premises in multiple occupation) to use class 1 (dwelling-house) or use class 2 (Flat)

Allow the use of a dwelling in multiple occupation to change to a house or flat, including in relation to a dwelling which is a protected building or located within the curtilage of a protected building, subject to conditions to –

- provide that it would not require subdivision,
- The resultant unit would meet space standards,
- require that the Authority is notified.

Clarify that space standards are the best practice standards by the DCLG¹⁴ as published on the www.gov.gg website.

NB. The Authority is considering requiring notification of a change of use within a month of the change.

 $^{^{14}}$ DCLG refers to the Department of Communities and Local Government.

Table 3 – Proposed new class 1B – Development in relation to flats

Existing exemption in	Proposed changes
full	
	All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise.
NEW 1B.1: Alterations to the external walls of a building containing flats	Allow specified changes to an external wall of a building containing flats providing the same changes cover the entire wall.
	Conditions will be imposed/the exemption drafted to –
	exclude buildings substantially constructed pre 1900, and
	 restrict the type of changes allowed and materials to be used
	NB. The Authority is considering allowing changes to walls using render, cement boards, wood or natural stone but this could be widened.
NEW 1B.2: Satellite dish antennas	Allow the installation of a satellite dish on the external elevation of the flat it serves or sited within the curtilage of a flat.
	Conditions will be imposed/the exemption drafted to limit the size of the dish and its use principally for domestic purposes and not principally for a trade or business.
	NB. The Authority is considering up to 1m maximum size and one dish per flat.
NEW 1B.3: Solar Products	Allow installation of solar products on a building containing flats including where the building is a protected building or within the curtilage of such a building or within the curtilage of a flat forming part of the building.
	Conditions will be imposed/the exemption drafted –
	where the product is installed on a roof slope, to limit the projection of the product above the roof plane and require it to be installed parallel to the roof plane,

to only allow the installation of a solar product on the roof slope of a protected building, where the roof slope does not face a highway. where the building is not a protected building and the solar product is installed on a roof slope that can be seen from a highway, to require the panels to be of an integrated design. to limit the height and area of a solar product where mounted on the ground not to permit installation of ground mounted products where any part is facing a highway. • for solar products mounted on the ground, to limit distance from the building containing the flats. Allow multiples of the same products to be installed on or within the curtilage a building except on, or within the curtilage of, more sensitive buildings. Sensitive buildings are those likely to have greater contribution to the character of the area, i.e. pre-1900 buildings and protected buildings. NB. The Authority is considering for solar products mounted on the ground – o restricting the height and total area of a product to 2m in height from the ground and 10 sq.m in area, and o restricting the distance to no more than 30 metres from the building, restricting the projection of a product installed on a roof slope to no more than 30cm projection from the roof plane, NEW 1B.4: Replacement of a To allow replacement of any of the features in a flat or in a door, rooflight, roof lantern, building containing a flat, within the existing aperture, sun tunnel or window in provided that where the flat or building containing the flat is substantially constructed before 1900 the replacement is of existing aperture the same design, means of opening and material as the one it replaces. Allow the installation of a new door or window in a flat or in a NEW 1B.5: Installation of a door or window in a new building containing a flat. aperture including the

partial blocking up of or alteration of an existing aperture.

Conditions will be imposed/the exemption drafted -

- to exclude new doors or windows at ground or raised basement level which overlook a communal area or another flat's private area
- Where the installation of the door or window would be on an elevation facing a highway, to exclude a flat, or a building containing a flat, substantially constructed prior to 1900.
- to allow insertion of windows and doors where there
 are existing non-obscure windows or doors or nonhigh-level windows on the elevation where the
 window or door is to be installed, within 3m of the
 boundary with a neighbouring property.
- to allow insertion of doors and windows in other cases, within 5m of a neighbouring property.

NEW 1B.6: Re-roofing including the re-roofing of structures within the curtilage of a residential block of flats.

Allow re-roofing of —
a building containing a flat,
a structure within the curtilage of a flat or a building containing a flat.

Conditions will be imposed/the exemption drafted -

- to allow a limited increase in the height of the ridge of the roof
- to stipulate the finished roofing material where the works are to a building or other structure within a conservation area or where that building or other structure to be re-roofed is substantially constructed before 1900, and
- so that the exemption only applies to buildings or other structures the original construction or placement of which was lawful.

NB. The Authority is considering no more than a 30cm increase to be allowed in the height of the ridge of the roof and requiring the roofing material to be in natural slate or clay tile where the building or other structure to be substantially reroofed is in a conservation area or was substantially constructed before 1900.

NEW 1B.7: Installation of	Allow installation of a roof light, sun tunnel or roof lantern on	
roof-light, roof lantern or	the roof of a building containing a flat.	
sun tunnel		
	Conditions will be imposed/the exemption worded –	
	 to limit the size and number of roof lights, roof lanterns 	
	and sun tunnels where the same are installed in an	
	elevation of a roof facing a highway,	
	to allow roof lanterns on flat roofs only.	
	Introduce minimum cill height, from internal finished	
	floor level, where the roof light or sun tunnel is	
	installed on a roof slope facing a neighbouring	
	residential property.	
	· · · · · ·	
	to exclude rooflights that create a balcony [cabrio roof-	
	lights].	
	Not on a roof slope facing a highway where that	
	building is pre-1900	
	NB. The Authority is considering limiting to a total of 2	
	installations within a roof slope facing a highway and 1m x 1m	
	in size and a minimum of 1.7m cill height where sited within	
	10m of a residential unit.	
NEW 1B.8: Erection of a	Allow erection of a new porch or enclosing of an existing porch	
porch or enclosing an	including a communal porch in a building containing flats or a	
existing porch	porch of a flat.	
	Conditions will be imposed/the exemption drafted to limit the	
	size and height of a porch and its distance from a highway.	
	NB. The Authority is considering exempting porches up to 6	
	sq.m. in area, 3m high and not allowing one to be located	
	within 2m of a highway.	
NEW 1B.9: Hard-surfaced,	Allow new hard standing, grid force, composite decking and	
grid force and Decking areas	decking or resurfacing or extension of the same.	
	Where extending an existing area, the same material as the	
	existing should be used.	
	Require that all materials used must be permeable to	
	effectively manage rainwater runoff to a soakaway or SUDS.	
	Limit height above ground level and distance from main	
	building.	
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	The works must not result in the extending of or creation of car parking, new vehicle or pedestrian accesses or require the removal of landscaping features.
	Clarify that this does not include the laying of artificial grass.
	NB. The Authority is considering the use of granite setts, block paviours, gravel where within a conservation area and no higher than 50 cms above ground level or 30m away from a building containing flats.
NEW 1B.10: Construction of external steps.	Limit height above ground level and distance from the main building depending on siting.
	The works should not require the removal of landscaping features.
	NB. The Authority is considering no higher than 50 cms in height or 30m away from the main building.
NEW 1B.11: Gates, fences and walls.	Allow erection or replacement of any lawful gates, fences and walls, either previously granted planning permission or exempt at the time of erection, but limit heights depending on siting.
	Control materials of gates, fences and walls and where gates open out to.
	NB. The Authority is considering allowing the use of timber including composite, timber or metal gates and natural stone or rendered blockwork walls along a residential boundary of 2m high or where erected in front of the building/flat facing a highway 90cms in height.
NEW 1B.12: Installation of a traffic mirror.	Allow within the curtilage of a protected building but limit the size of the mirror to 90cms in any dimension.
	Ensure that the mirror does not interfere with pedestrian or traffic flows.
NEW 1B.13: Removal of a hedge within the grounds of flats	To allow the removal of a hedge, or part of a hedge, within the curtilage of a flat, or a building containing a flat, including where such flat or its curtilage is, or is within the curtilage of a protected building providing that where the hedge forms a

	boundary of the site, the hedge is replaced with one of a native species within 2 months (8 weeks) of the date of removal of the existing hedge.
	The removal of the hedge should not however affect or create a vehicle access, cause encroachment into neighbouring land; remove a field boundary or be removed during the bird breeding season (March to July).
NEW 1B.14: Demolition and/or rebuild of a chimney	To allow the removal of and or rebuilding of a chimney. Where that building is pre-1900 the chimney must be rebuilt on a like for like basis including all details.
	If the chimney is not replaced matching roofing materials should be used.
NEW 1B.15: External insulated render	To allow the application of external insulated render on any building containing flats.
	Where the building is sited within a conservation area or is substantially constructed prior to 1900, the application of render should not result in the loss of or obscuring of any distinctive features.
NEW 1B.16: Electric charge points for use for charging electric vehicles	To allow the installation of a vehicle charging point on a flat or building containing flats or an outbuilding including protected buildings or a free standing charging point within the curtilage of a flat, including where that building is a protected building subject to the conditions that:
	The charging point must be principally for the use of a vehicle used for private transport and not principally used in the course of a trade or business.
	The charging point must be installed so that the vehicle is within the curtilage of the flat or building containing flats when being charged.
NEW 1B.17: Placing of storage units or bike barns	To allow the siting of storage units or bike barns which are not fixed to the ground, including where the building is protected.
	The structure should be limited in number and in size and not located within a communal area.

	NB. The Authority is considering one structure no more than 1.2m in height if facing a highway or within 1m of a highway or one structure no more than 2m in height if not facing a highway.
NEW 1B.18: Construction of a ramp	Allow the construction of a ramp where that ramp will provide access into a flat or a communal entrance including where that building is a protected building.
NEW 1B.19: Energy Storage	To allow installation of one piece of energy storage equipment device on any elevation of a building containing flats not seen from a highway and at ground floor level.

5.21 <u>Class 2 – Development within the curtilage of non-domestic buildings</u>

Table 4 - Proposed changes to Class 2 Exemptions

Existing exemption in full	Proposed changes
	All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings or Protected Monuments. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise.
2.1: Replacement of a door or window in existing aperture. Replacement of any existing door or window of a non-domestic building provided that -	Amend to remove the need for the replacement to be of the same design, means of opening and materials.
(a) the door or window is not part of a shop front,	
(b) the replacement is of the same design, means of opening and made of the same materials as the one it replaces.	

2.2: Re-roofing.

Re-cladding an existing felt-clad or corrugated-sheet-clad roof of a non-domestic building in natural slate or clay tiles.

Allow a limited increase in ridge height of the existing roof.

Broaden exemption to include re-roofing of an existing felt clad flat roof in GRP/single ply

Stipulate roofing material where in a conservation area or substantially constructed in 1900.

NB. The Authority is considering a maximum increase of 30 cms and natural slate or clay tiles where in a conservation area or substantially constructed before 1900.

2.3: Hard-surfaced areas.

The creation, extension or resurfacing of a hard-surfaced area within the curtilage of a non-domestic building provided that-

- (a) where the non-domestic building or hard-surfaced area is within a conservation area the material used is-
- (i) loose laid natural stone gravel,
- (ii) paviours or bricks made, in either case, from concrete or clay,
- (iii) natural stone setts or natural paving slabs, or
- (iv) concrete with rolled-in aggregate,

or, in the case of an extension or resurfacing of an existing hard-surface, is the same as the existing material,

- (b) no part of any area created or extended is more than 30 metres from the non-domestic building,
- (c) the height of any hard-surface created is not more than 50 centimetres above ground level,

Require that where resurfacing or creating a new area of hard surface (excluding extending an existing area of hard surface) all materials used must be permeable to effectively manage rainwater runoff to a soakaway or SUDS.

New or extended areas must not be used as additional car parking and works should not require the removal of landscape features.

Clarify that this does not include the laying of artificial grass.

Clarify that the exemption also includes the use of timber decking including composite decking.

	,
(d) neither the non-domestic building nor the hard-surfaced area is within a site of special significance.	
2.4: Non-domestic cesspits or soakaways.	Apply to protected buildings or within the
The installation of a cesspit or soakaway, wholly below ground, within the curtilage of the non-domestic building which it serves provided that neither the non-domestic building nor the cesspit or soakaway is within a site of special significance.	curtilage of a protected building
	NEW: 2.5: CCTV
	Allow 2 cameras to be installed on each elevation of a non-domestic building at a minimum height of 2m to a maximum size, where not sited adjacent to any residential boundary and installed with any signage necessary to comply with the data protection legislation.
	NB. The Authority is considering 90cm x 25cm x 55cm
	NEW: 2.6: Insertion of new windows and doors
	Allow insertion of windows and doors within 3m of the boundary with a neighbouring property where there are existing non-obscure windows or doors or non-high-level windows on that elevation. Otherwise specify a 5m distance where there is no existing window or door or if there are high level or obscure windows on that elevation.
	NEW: 2.7: Air source heat pump/air conditioning unit
	Allow 1 unit of limited size and noise.
	Limit number of fans within unit and distance from boundaries of residential properties.

NB. The Authority is considering 1m from a boundary with neighbouring residential property and only one fan within unit, no larger than 1m high x 1m wide x 350mm depth and the noise level measured or calculated at 1-metre from the façade of the nearest existing noise sensitive premises, shall not exceed a level 5 dB(A) below the existing LA90 background noise level, including low frequency tones.
NEW: 2.8: Excavation and changing ground levels (not involving creation of swimming pools or other pools)
Allow where not within an SSS with limit on increase of and excavation of no more than 50 cms above ground level either side, and where there are no protected trees in the surrounding area.
NEW: 2.9: Electric charge points
Permitted on, or within the curtilage of buildings that are protected buildings.
For use only by staff, visitors, guests and patrons.
Vehicle should be fully within the curtilage of the building where the charge point is installed.
NEW: 2.10: Removal of hedge within curtilage of non-domestic building
Allow the removal of a hedge within the curtilage of a non-domestic building and where the curtilage of that building forms part of a protected building, but where that hedge forms the boundary of the site it is replaced with a new hedge of a native species within 2 months (8 weeks) of the old hedge being removed.

Must not be removed where the hedge is a boundary to a residential property or is a field boundary, where the removal would create or widen an access or during the bird breeding season of March to July.
NEW: 2.11: Defibrillators and housing Allow the installation of defibrillators and their housing including where the building is a protected building but not where the building is located within a SSS.
NEW: 2.12: Solar Products Install panels on any roof slope not facing a highway or seen from a highway and no more than 30 cms projection above existing roof slope.
NEW: 2.13: Energy Storage To allow installation of one piece of energy storage equipment on any elevation not seen from a highway and at ground floor level. NEW: 2.14: Installation of a roof fall restraint
system Allow installation of a roof fall restraint system ¹⁵ using horizontal and vertical safety lines only.

 15 A fall restraint system is used to allow safety when working at height and can include rails to allow a safety harness to be connected.

5.22 <u>Class 3 – Maintenance, Repair, Minor Alterations and Temporary Structure and Uses Exemptions</u>

Table 5 – Proposed changed to Class 3 Exemptions

Existing exemption in full	Proposed changes
	All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings or Protected Monuments. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise.
3.1: Maintenance, repair, and minor alterations.	No change
The maintenance or repair of, or the making of any minor alteration to, a dwelling-house or a non-domestic building or to a structure or other feature within the curtilage of such a house or building, including where such house or building or the curtilage thereof is, or is within the curtilage of, a protected building, provided that-	
(a) the works are not exempt to the extent that they comprise development of a description for which an exemption is provided under another paragraph of this Schedule subject to the meeting of any provisos specified in that paragraph,	
(b) the works are not exempt to the extent that they comprise the painting for the first time of any significant part of any structure or other feature,	
(c) there is no material effect on the external appearance of any structure or other feature other than that arising from any repainting of the exterior of that structure or other feature.	

3.2: Temporary development required during approved operations.

Temporary use of land on a site where building operations are currently taking place for purposes connected with those operations, and erection, installation or siting temporarily on such land of buildings, structures, works, plant and machinery provided that -

- (a) the building operations are taking place in accordance with a planning permission,
- (b) any such buildings, structures, works, plant and machinery are-
- (i) necessary for the purpose of those operations,
- (ii) not used for any other purpose,
- (iii) without prejudice to subitem (ii) of this proviso, not used for any residential purpose, and
- (iv) permanently removed from the site upon completion of those operations, or within 12 months of their erection, installation or siting, whichever is sooner

Broaden to allow the erection of structures (which includes hoardings, gates and fences) where development is exempt from the requirement for planning permission or is taking place in accordance with a planning permission.

Increase the time scale allowed for these structures to remain in situ and stipulate the maximum number permitted.

Draft exemption so it does not allow advertising.

New requirement to restore land to its original condition.

Not applicable where within a SSS.

NB. The Authority is considering a period of 3 years and no more than 2 structures at ground level.

NEW: 3.3: Temporary mesh/net fencing

Allow in relation to the supporting of vegetation up to a maximum time period or until the vegetation is established whichever is sooner.

NB. The Authority is considering a period of 1 year from erection.

5.23 <u>Class 4 – Agricultural/Horticultural Development</u>

Table 6 – Proposed changes to Class 4 Exemptions

Existing exemption in full	Proposed changes
	All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings or Protected Monuments. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise. Exemptions only apply on land used for agriculture/horticulture.
 4.1: Fencing of agricultural land. Erection of a post and wire fence for agricultural purposes provided that - (a) the fence is inside an existing hedge or earth bank, (b) the fence does not exceed 1.2 metres in height. 	Broaden to allow certain other types of fencing to control animals on land anywhere on that land. Increase ability to be able to use post and wire fences for agriculture anywhere on the land. NB. The Authority is considering including the
	use of electric fencing and post and rail fencing.
4.2: Farm gates. Installation of a gate across an existing opening (and not involving the creation or widening of any opening) anywhere on land used for agricultural purposes.	Clarify that the exemption is not to provide gated parking and introduce a maximum height of a gate permitted NB. The Authority is considering a maximum of 1.2m high for a gate.
	NEW: 4.3 Structures for containing animals
	Allow moveable structures in connection with housing animals for agricultural purposes only.
	Limit number of and height of the structures on a site

Structures to be removed on cessation of the agricultural activities.
NB. The Authority is considering up to 4 such moveable structures not exceeding 1.2m in height.
NEW: 4.4: Erection of temporary
Polytunnels and temporary glasshouses
Allow in connection with the purposes of growing only.
Limit number, height and size of structures and base area of these structures.
Structures to be removed on cessation of the growing activities.
NB. the Authority is considering the erection of 1 structure of base area of 10 sq.m, 2m in height and on a non-permanent base.
NEW: 4.5: Other Small-scale structures
Allow in connection with the purposes of growing only.
Limit number, height and size of structures and base area of these structures.
Structures to be removed on cessation of the growing activities.
NB. the Authority is considering the erection of 1 structure of base area of 6 sq.m, 2m in height and on a non-permanent base.

NEW: 4.6: Clearing of glasshouses and other associated structures
Formalise the ability to remove all parts of glasshouses and associated structures providing all waste is removed from the site and no land raising occurs.

5.24 <u>Class 5 – Development by the States and Public Utility providers</u>

5.25 The carrying out of any development specified in the Class 5 exemptions apply other than within a Site of Special Significance.

Table 7 – Proposed changes to Class 5 Exemptions

Existing exemption in full	Proposed changes
	All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings or Protected Monuments. New exemptions will apply within Conservation Areas unless specified otherwise.
5.1: Installation etc. of mains, drains, sewers, lines, pipes and cables. (1) Any development referred to in subparagraph (2) which is carried out by or on behalf of a person listed in subparagraph (3) in connection with the provision by that person of a public utility service.	No change
(2) The development referred to in subparagraph (1) is any development, not falling within paragraphs 4 to 7, which is necessary for the -	
(a) installation, inspection, maintenance, repair or renewal of mains, drains, sewers, pipes, cables, lines, or	
(b) making of connections to anything referred to in item (a),	

provided that any hard surface which is disturbed by the development is restored with a finish which is not significantly different from the existing finish and in the case of granite cobbles or flags is restored with the same materials.

- (3) The persons referred to in subparagraph (1) are -
- (a) the States,
- (b) Guernsey Gas Limited, or
- (c) a person who is a licensee under the Telecommunications (Bailiwick of Guernsey) Law, 2001[h] or the Electricity (Guernsey) Law, 2001[i].

5.2: Maintenance and the prevention of the obstruction of highways.

Any development by or on behalf of the States which is necessary -

- (a) for the maintenance of any highway or any private pedestrian road, street, clos, track or path, however named, provided that such maintenance does not involve-
- (i) the hard surfacing of any lane, track or path that was not previously hard-surfaced, or
- (ii) the creation, laying out or material widening of a means of access to that highway or pedestrian road, street, clos, track or path, or
- (b) to avoid the obstruction of any highway or any private pedestrian road, street, clos, track or path, however named, by any tree or other vegetation.

Broaden to include pedestrian crossings and permit installation of or replacement of lighting and signage.

Clarify that works can take place to also avoid damage to any highway or any private pedestrian road, street, clos, track, path, pedestrian crossing including the installation of lighting, replacement lighting and signage.

Require the removal of any redundant lighting or signage that is being replaced.

5.3: Maintenance of water courses, outfalls or carrying out of land drainage works.

Any development by or on behalf of the States which is necessary for the maintenance of water courses or outfalls or for the carrying out of land drainage works

No Change

5.4: Development in relation to minor equipment by suppliers of electricity and telecommunications services.

Any development which -

- (a) is carried out by or on behalf of a person who is a licensee under the Telecommunications (Bailiwick of Guernsey) Law, 2001 or the Electricity (Guernsey) Law, 2001, and
- (b) is necessary for the maintenance or replacement of overhead lines, cables, surface wiring, block terminals and dish or multiple rod aerials used for the purpose of supplying electricity or providing telecommunications services to the public,

provided that any replacement is not significantly different in terms of its siting, design, size and appearance to the equipment that it replaced and that any hard surface which is disturbed by the development is restored with a finish which is not significantly different from the existing finish and in the case of granite cobbles or flags is restored with the same materials.

Allow the replacement of dishes and masts provided that any replacement is not significantly different in terms of its siting, design, size and appearance to the equipment that it replaced.

Require all redundant equipment that is being replaced to be removed.

5.5: Development in relation to the supply of electricity.

Any development which -

- (a) is carried out by or on behalf of a person who is a licensee under the Electricity (Guernsey) Law, 2001, and
- (b) is necessary -

Broaden to allow works to enclose existing equipment but not where that equipment is within a conservation area.

Require that where the enclosure would consist of fencing there would be a height limit for the fencing depending upon its location relative to a highway.

(i) for the replacement of roadside distribution pillars, high voltage switchgear and transformers, poles and street cabinets for the purpose of supplying electricity to the public, provided that any replacement is not significantly different in terms of its siting, size, design and appearance to the equipment that it replaced, or

Requirement that any hedging used as an enclosure is of native species.

NB. the Authority is considering limiting the height of enclosures to 90cms where within 1m of a road and 1.8m otherwise.

(ii) to avoid contact between any tree or other vegetation and overhead power lines,

provided that any hard surface which is disturbed by the development is restored with a finish which is not significantly different from the existing finish and in the case of granite cobbles or flags is restored with the same materials.

5.6: Development within the operational areas of water treatment works, foul water treatment works, pumping stations and reservoirs etc.

Any development by or on behalf of the States which is carried out within the operational areas of water treatment works, foul water treatment works, pumping stations, reservoirs or other places where

(a) the provision of water supplies, or

water is stored, and which is necessary for -

(b) the maintenance or security of any such place,

provided that such development is not carried out in relation to any land or structure forming any part of the perimeter of any such place.

Broaden to include works needed for monitoring water flows.

5.7: Development within the operational area of a power station.

Any development by or on behalf of a person who is a licensee under the Electricity (Guernsey) Law, 2001 which is carried out

No Change

within the operational area of a power station and which is necessary for -(a) the relocation of pumping equipment and over ground piping within the operational area of a power station provided that there is no significant change to -

- (i) the siting, and
- (ii) the visibility from a highway, of such piping or equipment, or
- (b) the security of the power station, provided that such development is not carried out in relation to any land or structure forming any part of the perimeter of the power station.

5.8: Development within the operational area of an airport.

Any development by or on behalf of the States within the operational area of an airport which is necessary for -

- (a) the provision of air traffic control services,
- (b) the safe navigation of aircraft,
- (c) the security of the airport, or
- (d) the maintenance or resurfacing of an airport runway or to make minor alterations to the camber of such a runway,

provided that such development is not carried out in relation to any land or structure forming any part of the perimeter of the airport and that, where carried out in relation to an airport runway, it does not extend that runway.

Broaden to include non-illuminated directional guidance not facing a road.

Broaden to allow works needed for public safety/health generally and where this would include temporary buildings/other structures stipulate a time period that those structures are allowed to be in situ.

NB. the Authority is considering a period of 1 year from the date of erection/siting for temporary buildings/other structures.

5.9: Development within the operational area of a harbour.

Any development by or on behalf of the States within the operational area of a harbour which is necessary for -

- (a) the provision of harbour control or safe navigation of ships, or
- (b) the security of the harbour, provided that such development is not carried out in relation to any land or structure forming any part of the perimeter of the harbour.

Broaden to include non-illuminated directional guidance not facing a road.

Broaden to allow works needed for public safety/health generally and where this would include temporary buildings/other structures stipulate a time period that those structures are allowed to be in situ

NB. the Authority is considering a period of 1 year from the date of erection/siting for temporary buildings/other structures.

5.10: Minor works for navigational purposes.

- (1) Any development by or on behalf of the States outside the operational area of a harbour or an airport which is necessary to -
- (a) carry out any minor works for the purpose of –
- (i) the safe navigation of ships or aircraft, or
- (ii) the safe operation of the port or airport in question, or
- (b) avoid the obstruction of navigation points or navigation lights by any tree or other vegetation.
- (2) In this paragraph "minor works" means -
- (a) minor maintenance work, or
- (b) replacement of fixed plant,

which does not involve any work to buildings, walls or fences.

Broaden to include works in connection with security of navigational equipment

Increase the scope of what would be allowed under minor works to allow the erection of CCTV where not adjacent to a neighbouring residential boundary and fencing of a maximum height required to protect navigational equipment and where the CCTV is installed require it to be installed with any signage necessary to comply with the data protection legislation.

NB. the Authority is considering limiting fencing required to protect navigational equipment to be no higher than 1.5m.

5.11: Coastal defences.

Any development by or on behalf of the States necessary for the maintenance of existing coastal defences provided that such development does not include development consisting of land reclamation and does not affect any shingle bank or other natural feature forming part of such defences.

No Change

5.12: Street furniture.

- (1) Any development by or on behalf of the States necessary for the replacement or maintenance of any fixed street furniture, other than traffic signs, provided that any replacement is not installed in La Vallette (Bathing Pools) Conservation Area and those parts of the conservation areas identified in subparagraph (2).
- (2) The parts of the conservation areas referred to in subparagraph (1) are those parts of -
- (a) the St. Peter Port conservation area which fall within South Esplanade, the Quay, North Esplanade, Glategny Esplanade, the Pollet, High Street, Hauteville, Fountain Street, Trinity Square, Mill Street, Mansell Street, Contree Mansell, Smith Street, Lefebvre Street, Rue du Manoir, College Street, Saint Julian's Avenue, Castle Emplacement, Crown Pier and La Salerie Harbour, and
- (b) the Bridge Conservation area which fall within South Quay, the Bridge and North Side.
- (3) In this paragraph -
- (a) "street furniture" includes lamp standards and other street lighting, public seating, cycle racks, signposts, signs, refuse bins, bollards, rails, fences and barriers for safeguarding persons using the public highway, and

Broaden to allow works necessary for the replacement or maintenance of any fixed street furniture within the parts of the conservation areas currently excluded providing it is of the same materials, design, form and scale of that it is replacing or maintaining.

Include traffic lights and signals, all traffic signs and cycle hoops within the definition of street furniture.

 Add conditions that CCTV must be installed – at 2m minimum height, and with any signage necessary to comply with the data protection legislation.
NEW: 5.14: Speed humps/traffic calming measures/kerb buildouts/footways within
existing carriageway on a public highway
Allow for the purposes of traffic calming and improved pedestrian flows where the road or adjacent pavement is not within the Conservation Area or abutting a protected building or the curtilage of a protected building.
NEW: 5.15: Bus Shelters
Allow the installation over an existing bus stop providing that there is no obstruction of the public highway or pedestrian flows, no or removal of any landscape feature, and no advertising within or around the bus shelter. State that where installed on a footpath/pavement the minimum width of the remaining path is at least 1m wide.

NEW: 5.16: Cycle shelters and cycle hoops
Allow the installation of cycle shelters and cycle or e-scooter hoops on a public highway providing that there is no obstruction of highway or pedestrian flows or removal of any landscape feature and there is no advertising.
State that where installed on a footpath/pavement the minimum width of the remaining path is at least 1m wide.
NEW: 5.17: Water refill points
Permit the erection of water refill points controlling the height and diameter and providing there is no obstruction of pedestrian and vehicle movement or loss of any landscape feature.

5.26 <u>Class 6 – Storage, Distribution and Industrial Change of Use</u>

Table 8 – Proposed changes to Class 6 Exemptions

Existing exemption in full	Proposed changes
	All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings or Protected Monuments. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise.
6.1: Changes from general to light industrial	No Change
use.	
Change in the use of any land, including of any land which is, or is within the curtilage	
of, a protected building or protected	
monument, from an existing use for any	
general industrial purpose within use class 25	
to use for any light industrial purpose within use class 24.	

6.2: Changes from special to general or light industrial use.

No change

Change in the use of any land, including of any land which is, or is within the curtilage of, a protected building or protected monument, from an existing use for any purpose within use classes 26 to 27 inclusive to use for any general industrial purpose within use class 25 or any light industrial purpose within use class 24.

6.3: Changes between light industrial use and general storage or distribution use.

Remove the limitation on maximum floor area.

Change in the use of any land, including of any land which is, or is within the curtilage of, a protected building or protected monument, to or from an existing use for any light industrial purpose within use class 24 to or from use for any general storage or distribution purpose within use class 22 provided that the land comprises premises the total area of which does not exceed 250 square metres.

6.4: Changes from general industrial use to general storage or distribution use.

Remove the limitation on maximum floor area.

Change in the use of any land, including of any land which is, or is within the curtilage of, a protected building or protected monument, from an existing use for any general industrial purpose within use class 25 to use for any general storage or distribution purpose within use class 22 provided that the land comprises premises the total area of which does not exceed 250 square metres.

NEW: 6.5: Change between light industrial use/general industry from or to general storage and distribution Allow the use of any land within a Key Industrial Area (KIA) to change to or from an existing use for any light industrial purpose in use class 24 or general industrial purpose in use class 25 to or from use for any general storage or distribution purpose in use class 22.

5.27 <u>Class 7 – Trees (Relating only to trees with Tree Protection Orders; protected trees do not include hedges)</u>

Table 9 – Proposed changes to Class 7 Exemptions

Existing exemption in full	Proposed changes
	All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings or Protected Monuments. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise.
7.1: Pruning of trees. The pruning of any protected tree provided that it is carried out in accordance with British Standard Specification 3998/1989 on Recommendations for Tree Work as revised or re-issued from time to time	No change
7.2: Dead and diseased trees. The cutting down, uprooting, topping, lopping or pruning of any protected tree or part of such a tree which has been certified as being dead or in a hazardous state by an -	Specify that the cutting down of any tree must be done outside of the bird breeding season of March to July.
(a) arboriculturist, or(b) other person who has sufficient expertise to make such a certification,	

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provided that the tree is not within a site of special significance.	
7.3: Cutting down etc. of trees in compliance with statutory requirements, to abate or prevent a nuisance or implement a planning permission.	Specify that the cutting down of any tree must be done outside of the bird breeding season of March to July.
The cutting down, uprooting, topping, lopping or pruning of any protected tree or part of such a tree to the extent that such action is (a) necessary to comply with any requirements by or under any enactment including the Ordonnance relative à la Hauteur des Haies bordant les encoignures des Voies Publiques, 1931[k] and the Cutting of Hedges Ordinance, 1953[l],	
(b) necessary to prevent or abate a nuisance, or	
(c) required to enable a person to implement any planning permission except for an outline permission.	
7.4: Cutting down etc. of trees to prevent obstruction of a highway or to ensure safe and efficient use for civil aviation purposes.	No change
The cutting down, uprooting, topping, lopping or pruning of any protected tree to the extent that such action is necessary -	
(a) to prevent obstruction of a highway, or	
(b) to ensure the safe and efficient use for civil aviation purposes of any land, structures, works or apparatus.	
7.5: Cutting down of certain species of trees. The cutting down, uprooting, topping, lopping or pruning of a tree of any of the following species which is a protected tree by virtue of being one of a group or area of	No change

trees or woodlands in relation to which a tree protection order has been made —

(a) X Cupressocyparis leylandii (Leyland Cypress),

(b) Chamaecypris nootkatensis (Nootka Cypress), or

(c) Cupressus macrocarpa (Monterey Cypress),

provided that such operations do not cause any significant damage to any other tree, not of any of such species, which forms part of that group or area of trees or woodlands.

5.28 <u>Class 8 – Signs and Advertisements</u>

Table 10 – Proposed changes to Class 8 Exemptions

Existing exemption in full	Proposed changes
	All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings or Protected Monuments. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise.
8.1: Contractors signs.	Clarify that exemption also applies to works that are exempt.
Temporary display of a contractor's signboard on a building or site where the	that are exempt.
contractor is currently engaged in building or other works provided that -	
(a) any planning permission required under the Law for those works has been granted,	
(b) there is only one such signboard on the building or site,	
(c) the signboard is not internally illuminated,	
(d) the signboard is removed upon completion of the works.	

8.2: Nameplates.

Display on a building of a nameplate identifying any individual, company or firm carrying on a trade, business or profession in or from that building provided that-

- (a) the trade, profession or business concerned is not being carried on in contravention of the Law,
- (b) the nameplate is not internally illuminated,
- (c) the size of the nameplate, measured in any dimension, does not exceed 60 centimetres.

Broaden to allow name plates to be inserted on the boundary of a site, such as on a fence or wall on a boundary, but not where that boundary comprises of a hedge or earth bank and provided it is not free standing.

8.3: Signs for charity and public events.

Temporary display of a sign advertising, or giving directions to the location of, a charity or public event provided that —

- (a) the sign is not illuminated, either internally or by external illumination,
- (b) the sign is not displayed for more than2 weeks prior to the date of the event,
- (c) the sign is removed immediately after the event has ended,
- (d) in the case of any banner displayed across a street in St. Peter Port or St. Sampson, the sign does not include any commercial advertising material.

Increase the time period for allowing the displaying of sign prior to the event and clarify the time period in which it must be removed after the event has ended.

NB. The Authority is considering a period of 4 weeks prior to and 1 week after the event.

8.4: Election signs.	No change
Temporary display of a sign, including on or within the curtilage of a protected building or a protected monument, which — (a) promotes a candidate at, or the subject	
matter of which is otherwise in connection with, an election for any States or Parish office and which is displayed during the period immediately preceding the election, or	
(b) promotes a campaign in relation to a question to be asked at a referendum to be held in Guernsey pursuant to an enactment, or the subject matter of which is otherwise in connection with such a referendum, and which is displayed during the period immediately preceding the referendum."	
immediately preceding the referendum.".	
8.5: Signs advertising garden produce.	No Change
Display within the curtilage of a dwelling-house, including where such house or its curtilage is, or is within the curtilage of, a protected building or a protected monument of one sign advertising the sale of produce grown, otherwise than on a commercial basis, within the curtilage of the dwelling-house provided that -	
(a) there is only one such sign within the curtilage,	
(b) the size of the sign does not exceed 60 centimetres measured in any dimension.	
8.6: Repainting or replacement of existing	No change
signs. Repainting or replacement of an existing sign provided that -	
(a) the sign, as repainted or replaced, is not internally illuminated,	

(b) the overall size and location of the sign is not altered as a result of the repainting or replacement.	
 8.7: Terre à l'amende signs. Display of a terre à l'amende sign on a wall or a building provided that- (a) the Royal Court has granted an application, in respect of the land in question, for notices to be published in La Gazette Officielle to the effect that the land is terre mis à l'amende, (b) the sign is not illuminated, either internally or by external illumination, (c) the size of the sign, measured in any dimension, does not exceed 60 centimetres. 	Broaden to allow the sign to be displayed on a fence.
	NEW: 8.8: Heritage signs and interpretation boards Allow within curtilage of protected monuments or buildings as well as non-protected buildings non-illuminated signage displaying information in relation to the building or site to which it relates. Limit height from ground if ground mounted and where on a building or other structure limit the size permitted. NB. the Authority is considering dimensions of 1.2m high where ground mounted and 1m x 1m where mounted on a building or other structure.

NEW: 8.9: Erection of signs within an
existing fascia board
Allow signage within an existing fascia board on a building or other structure but where erected in conservation areas or on, or within the curtilage, of a pre-1900 buildings any sign must consist of individual letters or be painted.
Signs must be non-illuminated and not located above first floor level.
NEW: 8.10: Internally applied signage to a glazed area
Allow on a protected building but limit the glazed area to be covered.
NB. the Authority is considering no more than 25% of a glazed area to be covered.
NEW: 8.11: Installation of temporary art installations
Allow temporary installations for a specified period and limit height of any structure from ground level.
Not permitted within a SSS
Clarify that an installation must not be illuminated.
The siting must not obstruct traffic or pedestrian flows and must not contain advertising.
NB. the Authority is considering a maximum period of 20 weeks for an installation and that it be no more than 2m in height.

NEW: 8.12: Electric car charging signs
Erection of a sign indicating car charge points erected on a wall, fence, pole, gate or building, including where such a building or its curtilage is, or is within the curtilage of a protected building.
Excludes sites within an SSS.
limit the size to 60 cms x 60 cms, require them to be non-illuminated, not sited more than 1.2m above ground level if pole mounted and not used for advertising.
NEW: 8.13: Parish signs
Allow the erection or replacement of signage by the Douzaine within their own parish that is in connection with Douzaine related activities and where sited on land owned by the Douzaine, except where that site is within an SSS. Signage must be no larger than 1m x 1m, non-illuminated and where mounted on a pole no more than 1.5m from ground level. Signage must not obstruct vehicle or pedestrian movements or be used for advertising.
Redundant signage to be replaced must be removed.

5.29 <u>Class 9 – Retail and Administration, Financial and Professional Change of Use</u>

Table 11 – Proposed changes to Class 9 Exemptions

Existing exemption in full	Proposed changes
	All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings or Protected Monuments. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise.
9.2: Changes from use as an office to use for temporary re-location in emergency. Change in the use of any land, including of any land which is, or is within the curtilage of, a protected building or	No Change
protected monument, from an existing use within use class 16 (use as an administrative office) to a use within use class 17 (temporary re-location of administrative office in emergency).	
	NEW: 9.2: Change of use from/to convenience retail in Use Class 9 of the Use Classes Ordinance from/to general retail in Use Class 10 of the Use Class Ordinance in Main Centre Inner Areas Only
	Allow within the Main Centre Inner Areas, as defined in the IDP, a change from or to convenience retail, from or to general retail use.

NEW: 9.3: Change of use from a hot food take away in Use Class 12 of the Use Classes Ordinance to a use for food Use Class 11 of the Use Classes Ordinance in Main Centre Inner Areas Only

Allow within the Main Centre Inner Areas, as defined in the IDP, a change from hot food take away to food use.

NEW: 9.4: Change of use of upper floor retail or office to a residential flat

Allow within the Main Centre Inner Areas and the Main Centre Outer Areas, as defined in the IDP, a change of use of upper floors of buildings above street level currently used as offices or retail, or purposes ancillary thereto, to be changed to a residential flat providing that no physical works are required and the residential unit accords with DCLG standards.

The Planning Service should be notified of the change within a specified period.

NB. The Authority is considering a notification period of 1 month.

5.30 Class 9A – Temporary Visitor Accommodation Change of Use

Table 12 – Proposed changes to Class 9A Exemptions

9A.1: Temporary change of use from a visitor economy use to certain residential uses

(1) Change in the use of any land, including of any land which is, or is within the curtilage of, a protected building or a protected monument, from an existing use No change, however, the Authority has submitted a separate Policy Letter and Propositions, recommending an extension of the current temporary exemption in Class 9A for certain changes of use of visitor accommodation - please see paragraph 6.11 below.

falling within use class 7 (use as serviced visitor accommodation) or use class 8 (use as non-serviced visitor accommodation) to a use within use class 1 (dwelling house), use class 2 (flat) or use class 5 (use of part of dwelling for business purposes) provided that

- a) The change of use is one which occurs in the period starting on 25th March 2020 and ending on the 31st December 2021,
- b) The land reverts to its previous lawful use, immediately before the 25th March 2020, on or before the 31st January 2022,
- c) The owner or occupier of the land notifies the Authority in writing of the date the change of use occurred and of the matters in subparagraph (2)
 - (i) Where the change of use has occurred before 1st April 2021, by the 21st April 2021, or
 - (ii) Where the change of use occurs after the 1st April 2021, within 21 days of the date of the change of use
- (2) The notification referred to in subparagraph (1)(c) must include
 - a) The name and address of the land,
 - b) Brief particulars of the use within use class 1, use class 2 or use class 5 to which the use of the land has changed, and

 The expected duration of the use to which the use of the land has changed

9A.2: Exemption for changes of use from certain residential uses to a visitor economy use

Change in the use of any land, including of any land which is, or is within the curtilage of, a protected building or protected monument, from a use within use class 1 (dwelling house), use class 2 (flat) or use class 5 (use of part of dwelling for business purposes) to a use falling within use class 7 (use as non-serviced visitor accommodation) where the change of use is to revert to the previous lawful use immediately before 25th March 2020 in compliance with the proviso in item (b) of paragraph 1(1).

No change, however, the Authority has submitted a separate Policy Letter and Propositions, recommending an extension of the current temporary exemption in Class 9A for certain changes of use of visitor accommodation - please see paragraph 6.11 below.

NEW 9A. 3: Change of use from/to Selfcatering accommodation falling within use class 7 from/ to Residential use class 1 (dwelling house)

Allow change from or to use for selfcatering accommodation from or to use as a dwelling-house.

Conditions will be imposed/the exemption drafted to –

- apply in relation to a protected building or a protected monument or buildings within the curtilage of the same,
- require that the part converted to residential use as a dwellinghouse forms part of the original house and comprises no more than 2 self-catering units

- The self-catering units to be lost or created must have a valid boarding permit at the time of the change of use
- The Planning Service must be notified of the change within a specified period.

NB. The Authority is considering a notification period of 1 month from the change of use.

5.31 Class 10 – Demolition

Table 13 – Proposed changes to Class 10 Exemptions

Existing exemption in full	Proposed changes	
	All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings or Protected Monuments. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise.	
10.1: Demolition of a shed, glasshouse,	Widen the exemption so that it applies	
temporary or garden structure, fence,	to those structures for which planning	
gate or exempt structure.	permission has been granted or to	
The demolition of any shed, freestanding	unlawful structures removed as a result	
glasshouse, temporary structure, garden	of a Compliance Notice.	
structure, fence, gate or exempt	Clarify that this axamption does not	
structure provided that-	Clarify that this exemption does not relate to earth banks or hedging which cannot be removed without permission although new exemptions are proposed for removal of hedges	
(a) the structure is not substantially constructed before 1900,		
(b) the demolition work would not create a vehicular access to premises,		
create a vernicular access to premises,		
(c) in the case of partial demolition,	Add condition requiring that any waste	
the remaining structure is made good,	resulting from demolition must be recycled or disposed of appropriately and not retained on site.	
(d) the structure to be demolished is not a wall or an earthbank which forms a field boundary or adjoins a highway,		

the structure to be demolished is (e) not within a site of special significance, and in this paragraph "exempt **structure"** means a structure or other feature the erection, creation or installation of which would be exempt development pursuant to this Schedule.

5.32 Other Provisions in the Ordinance to change

Table 14 – Existing provisions to change

Existing Provision (Section 1 of the Ordinance)	Proposed changes	
or amanacy	All exemptions remain the same as the existing unless noted as changed or superseded by proposed changes. Unless specified, exemptions do not apply to Protected Buildings or Protected Monuments. New exemptions will apply within Conservation Areas and Sites of Special Significance (SSS) unless specified otherwise.	
Exempt development.	Broaden the provision to apply to hard surfaced areas, and external steps and	
1. (2) The proviso referred to in	increase overall total areas of curtilage	
subsection (1), is that the total area of	allowed to be developed.	
ground within the curtilage of the	Adapt as necessary in relation to any	
dwelling-house, covered by development	additional development proposed to be added to the paragraphs of Class 1	
falling within any one or more of-	referred to in (2)(a) of (b) of this section.	
(a) paragraphs 9 to 14 (porch,		
extension, garden structure, shed,		
glasshouse, garage or other outbuilding),		
and		
(b) paragraph 19 (swimming or other		
pool),		

of Class 1 to the Schedule (development within the curtilage of a dwelling-house), including that to be constructed, does not exceed 50% of the total area of the curtilage (excluding the ground area of the dwelling-house as it was originally constructed).

Interpretation and construction

2. (1) In this Ordinance, unless the context requires otherwise –

"dwelling-house" does not include -

- (a) a flat or a maisonette or a building containing one or more flats or maisonettes, or
- (b) any building which was originally constructed, adapted for use or is used, as self-catering holiday accommodation,

"non-domestic building" means a building which is not, and is not within the curtilage or, a dwelling-house

Remove proviso (b) in the definition of 'dwelling-house'

Amend the definition of 'non-domestic building' to mean a building which is not used for residential purposes falling within use classes 1 to 6 (inclusive) of The Land Planning and Development (Use Classes) Ordinance, 2017.

6 Proposed new class – Class 11: Visitor Accommodation

- 6.1 In addition to the proposed changes mentioned above, the Authority is also recommending a further new exemption regarding the change of use of visitor accommodation following discussions with the Committee *for* Economic Development ("CfED").
- 6.2 The visitor accommodation sector has been severely impacted by the pandemic.

Business support measures were put in place and policy changes were agreed by the States to help as many businesses in the visitor accommodation sector as possible to survive the pandemic and be in as healthy a position as is possible to welcome visitors to the Island. The current temporary exemption for a change of use of visitor accommodation in Class 9A to certain residential uses allows a temporary change of use to certain residential uses, to assist the sector, but requires the use to revert back to visitor accommodation at a specified date.

- 6.3 The business support measures put in place and the temporary exemption in Class 9A were designed to help existing businesses survive the pandemic, but these measures are not relevant for the visitor accommodation sites that have in effect been redundant prior to the pandemic. Therefore, the Authority is proposing a further exemption to provide a time-limited opportunity for buildings on specific visitor accommodation sites to change use to certain residential uses without the requirement for a planning application to be made.
- 6.4 The primary aim of the exemption is to enable a select group of longstanding in effect redundant and derelict sites with no prospect of being developed as visitor accommodation, and that no longer add value to the tourism industry, to be brought back into use for an economic or social positive gain. Some of these sites have laid dormant for many years and detract from the attractiveness of Guernsey.
- 6.5 The exemption will allow for the change of use of an existing hotel, self-catering unit or guest house located on a visitor accommodation site (currently falling within Use Classes 7 and 8) to residential units (falling within Use Classes 1-4) in circumstances where the premises has been without a valid boarding permit since 31 December 2020 and has not been actively promoted as part of the active visitor accommodation bed stock.
- 6.6 The exemption is only in relation to the change of use and would not permit any physical alteration or changes to the building/s concerned which would require planning permission in the normal way (unless otherwise exempt). Building control approvals would also be required.
- 6.7 The exemption would operate for a limited period of two years from the date of coming into effect. At the end of that period, the effect of the exemption will be reviewed to ensure that there is no longer-term impact on the visitor economy.
- 6.8 Following consultation with the CfED, the exemption would apply to the following visitor accommodation sites only:

Table 15 – Use Class 11 Visitor Accommodation Sites

Hotels	Guest Accommodation	Self-catering
Bon Port	La Roche	La Brigade Farm
Forest Park	Rouvets Farm	Wisteria
L'Eree Bay		Mille Fleur
Sunnydene		
Idlerocks		

- 6.9 The approval of the Authority would be required in relation to impacts on highway safety and neighbourhood amenity arising from the change of use proposed as allowed under section 28(2) of the Land Planning and Development (Guernsey) Law, 2005. It is proposed that the submission of plans that are drawn to a suitable specified scale and which accurately describe the site and proposal would be required for such an approval. If the Authority does not give such approval the exemption would not apply and the proposal must be subject of a formal application for planning permission.
- 6.10 It is likely that a refusal to approve would only be made where the Authority is of the opinion that the change of use is likely to have significant adverse effects on highway safety or neighbour amenity as set out in section 13(e) and (i) of the Land Planning and Development (General Provisions) Ordinance, 2007. However, the Authority will need to consider the full facts when the application for approval is made. There would be a right of appeal against such a refusal under section 68(1)(f) of the Land Planning and Development (Guernsey) Law, 2005.
- 6.11 The Authority has submitted a separate Policy Letter and Propositions, recommending an extension of the current temporary exemption in Class 9A for certain changes of use of visitor accommodation, enabling providers to offer certain longer-term residential accommodation to non-visitors without requiring planning permission. That Policy Letter specifically addresses the impact of the pandemic on the tourist economy and current recruitment challenges within the sector and proposes that the temporary exemption which is due to expire in December is extended to the end of 2022.
- 6.12 The proposed new exemption is detailed below.

Table 16 – Proposed new exemption under Class 11 – Visitor Accommodation

NEW 11.1: Change of use from specified visitor accommodation site to certain residential uses

Allow change of use for redundant buildings on specific visitor accommodation sites to residential use within use classes 1 to 4

The change of use must be made within two years of this exemption coming into effect.

The exemption applies only to the following sites:

- Bon Port Hotel
- Forest Park Hotel
- L'Eree Bay Hotel
- Sunnydene Hotel
- Idlerocks Hotel
- La Roche Guest Accommodation
- Rouvets Farm Guest Accommodation
- La Bridgade Farm (Self-catering)
- Wisteria (Self-catering)
- Mille Fleur (Self-catering)

The exemption applies to change of use only and does not include any physical alterations.

The exemption is subject to approval by the Authority in relation to impacts of the change of use on highway safety and neighbourhood amenity.

7 Engagement undertaken

- 7.1 The Authority recognised that not only would the proposed changes have an impact on the industry generally, but that working with subject matter experts to develop the exemptions would be extremely valuable to ensure that the proposed changes are appropriate and allow for technical developments.
- 7.2 Two separate consultation exercises have been undertaken, one for the

proposed new Class 11 exemption and one for the remaining, wider proposed changes and additions. The wider consultation exercise included all States' Members, Douzaines and technical and industry specialists.

- 7.3 The following Committees were also consulted with as some of the proposed changes and additions will impact their mandated responsibilities:
 - The Committee for Economic Development
 - The Committee for Education, Sport & Culture
 - The Committee for Employment & Social Security
 - The Committee for the Environment & Infrastructure
 - The Committee for Health & Social Care
 - The Committee for Home Affairs
 - The Policy & Resources Committee
 - The States Trading Supervisory Board
- 7.4 The feedback received from Committees was positive overall, and supportive of the proposed changes. The Policy & Resources Committee noted that Town Centres should not suffer by discouraging people from visiting the town centres which would severely impact on businesses and put forward additional exemptions and minor changes to others. It is considered that by including the changes proposed there is a balance achieved between allowing flexibility and encouraging reuse of buildings within town centres.
- 7.5 The Committee for Education, Sport & Culture raised concerns over the proposed changes in relation to defibrillators and heritage/interpretation signs on protected buildings and were of the view that both still needed to be controlled. In this respect and in light of correspondence from other Committees and external stakeholders, coupled with the likely favourable outcomes of applications submitted for these types of development, it was considered that the concerns of the CfES&C could be appropriately managed through the conditions attached to the relevant exemption.
- 7.6 Following the feedback from the Committee *for* Home Affairs, a new exemption regarding the erection of signage for CCTV has been included as it is necessary for data protection purposes.
- 7.7 A number of changes were made following the detailed response from the Committee for the Environment & Infrastructure. The height of fencing and earthbanks where facing a roadside boundary has been amended to have a maximum height of 90cms as concern over visibility splays and traffic safety were raised. The size of traffic mirrors has also been reduced back to the current limits following feedback, and definitions of street furniture and landscape features have also been added to the proposed exemption.

- 7.8 11 Deputies responded outside of the Committee consultation process. The majority of responses were positive and welcomed change. However, comments were raised regarding the inefficiencies of wind turbines; the placing of caravans; proposed height increases of domestic structures; the encouragement of the use of recycled materials and the opportunity to deter the use of artificial grass was welcomed.
- 7.9 A meeting with Douzaine representatives was held, with 7 out of 10 parishes represented. Forest, Torteval and St Martins were unrepresented although an email response from St Martins was received subsequently which supported the proposals. Parish representatives raised concerns over the proximity to boundaries of some structures and development, the insertion of glazing adjacent to boundaries and heights of fences where not facing a highway. In addition, representatives were of the view that the Class 5 Exemptions relating to development by the States and Public Utility providers should not be extended to the level proposed as it would remove the opportunity for Douzaines to comment on proposals.
- 7.10 A meeting was held with representatives from the renewable energy industry, where 3 of the 4 renewable energy companies were present. The meeting was beneficial and enabled the industry to feed in their specialist knowledge to the exemptions. Suggestions were made on how to test noise levels and other amendments to future proof for new developments. Suggestions were also made on how to secure competency and limit negative impacts on visual amenity using solar products.
- 7.11 6 responses were received from external stakeholders including industry representatives and specialists. Concerns were raised from La Société Guernesiaise in relation to expanding exemptions to include Protected Buildings and the impact of changing ground levels, but the remaining stakeholders welcomed the new exemptions and believe they will assist their business areas.
- 7.12 Responses were received from 8 agents, these being professionals who regularly submit development applications on behalf of their clients. One responder was of the opinion that widening the scope of exemptions would result in the planning service losing control over development, but the remaining 7 responses were positive and encouraging.
- 7.13 The Cardiac Action Group raised concerns that if the installation of defibrillators fell under a planning exemption, they may not be installed correctly or managed appropriately. However, the Authority was of the view that it would be inappropriate for the exemption to be applied to one specific organisation and that it is the responsibility of the individual or company purchasing the device to ensure it is installed and managed appropriately.

- 7.14 The majority of feedback received from the consultation process has been incorporated into the proposed changes and additions. Suggestions that were not in line with the States of Guernsey's strategic aims or the Authority's ambition to improve the efficiencies within the planning service whilst improving the customer experience have not been incorporated.
- 7.15 In relation to the proposed new Class 12 exemption, the Authority undertook a separate consultation exercise with States' Members, visitor accommodation establishments, the Guernsey Hospitality Association, the Chamber of Commerce and the Institute of Directors.
- 7.16 The majority of respondents supported the proposed exemption, with many within the industry requesting that the exemption is broadened to apply to all visitor accommodation properties and not be limited only to those specific premises listed above.
- 7.17 Although additional residential units on previously developed land, rather than new sites, will be beneficial for the current housing market, this is not the justification for implementing the exemption. The aim is to enable derelict visitor accommodation sites to be brought back into use for an economic or social positive gain and without any potential negative impact on the visitor accommodation sector. Therefore, the proposed exemption has not been widened.

8 Conclusion

8.1 The proposed changes will align the Land Planning and Development (Exemptions) Ordinance, 2007 to the Island Development Plan, allowing development to be carried out more easily across the Island. The amendments will also result in a reduction of planning applications required in circumstances where they would have been likely to be approved by the Authority under the current policy direction. Not only will this improve the customer experience but enable the Planning Service to be more efficient and direct more resource into service improvements and delivery. Efficiencies across the wider States' organisation will also be recognised as exempt development undertaken by the States and Public Utility Providers is broadened.

9 Compliance with Rule 4

9.1 Rule 4 of the Rules of Procedure of the States of Deliberation and their Committees sets out the information which must be included in, or appended to, motions laid before the States.

- 9.2 Rule 4(1)(a) concerns whether, and how, Propositions contribute to the objectives and policies of the States of Deliberation. In accordance with Rule 4(1)(a), the Propositions align with the Government Work Plan priority to enable opportunities for regeneration and support the community and economy in response to the COVID-19 pandemic.
- 9.3 Rule 4(1)(b) concerns what joint working or consultation has taken place with Committees or relevant stakeholders. As set out in section 7, the Authority has consulted with:
 - The Policy & Resources Committee;
 - The Committee for Economic Development;
 - The Committee for Education, Sport & Culture;
 - The Committee for Employment & Social Security;
 - The Committee for the Environment & Infrastructure;
 - The Committee for Health & Social Care;
 - The Committee for Home Affairs;
 - The States Trading Supervisory Board;
 - All States' Members; and
 - External industry specialists.
- 9.4 In accordance with Rule 4(1)(c), the Propositions have been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications.
- 9.5 In accordance with Rule4(1)(d), the Authority does not anticipate any financial implications for the States of Guernsey as a result of the Propositions.
- 9.6 In accordance with Rule 4(2), the Propositions relate to the duties of the Authority to advise the States on land use policy and to develop and implement land use policies through relevant instruments. It is confirmed that Propositions 1 and 3 within this Policy Letter have the unanimous support of the Authority. Proposition 2 has the majority support of the Authority. Deputy Taylor does not support Proposition 2.

Yours faithfully

V S Oliver President

A W Taylor Vice-President J F Dyke A Kazantseva-Miller R C Murray



The President
Policy & Resources Committee
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8th November 2021

Dear Deputy Ferbrache,

Development & Planning Authority Propositions and Policy Letter: Review of The Land Planning and Development (Exemptions) Ordinance, 2007

Preferred date for consideration by the States of Deliberation

In accordance with Rule 4(3) of the Rules of Procedure of the States of Deliberation and their Committees, the Development & Planning Authority requests that the Propositions be considered at the States' meeting to be held on 15th December 2021.

The proposed changes will align the Land Planning and Development (Exemptions) Ordinance, 2007 to the Island Development Plan, allowing development to be carried out more easily across the Island. The amendments will also result in a reduction of planning applications required in circumstances where they would have been likely to be approved by the Authority under the current policy direction. Not only will this improve the customer experience but enable the Planning Service to be more efficient and direct more resource into service delivery and improvements. Efficiencies across the wider States' organisation will also be recognised as exempt development undertaken by the States and Public Utility Providers is broadened.

The Planning system is a fundamental tool for enabling the Island to recover from the COVID-19 pandemic, with a number of workstreams within the Government Work Plan involving development. The proposed changes to the Exemptions Ordinance will remove unnecessary red tape for the whole community, but specifically the States and Public Utility providers through Class 5, where ordinarily the proposals would be consistent with planning policy and other material considerations under the Law.

In drafting its Policy Letter, the Authority has consulted with:

- The Policy & Resources Committee;
- The Committee *for* Economic Development;
- The Committee for Education, Sport & Culture;
- The Committee for Employment & Social Security;

- The Committee for the Environment & Infrastructure;
- The Committee for Health & Social Care;
- The Committee for Home Affairs;
- The States Trading Supervisory Board;
- All States' Members; and
- External industry specialists.

Although the Policy Letter may appear somewhat complex and lengthy, the policy principles proposed are, in fact, generally straightforward. Given this and the extensive consultation undertaken by the Authority, I hope that the Policy & Resources Committee will support the Authority's request that the Propositions be considered at the States' meeting to be held on 15th December 2021.

Yours sincerely

Deputy Victoria Oliver

President, Development & Planning Authority

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

POLICY & RESOURCES COMMITTEE COMMITTEE for ECONOMIC DEVELOPMENT

THE INVESTIGATION OF AIR ACCIDENTS AND INCIDENTS

The States are asked to decide:-

Whether, after consideration of the Policy Letter entitled "The Investigation of Air Accidents and Incidents" dated 28th October 2021 they are of the opinion:-

- to agree that the legislation which currently applies to the Bailiwick of Guernsey regarding the investigation of air accidents and incidents is updated, in particular to implement: (a) Annex 13 to the Chicago Convention as required; and (b) Regulation (EU) 996/2010 on the investigation and prevention of accidents and incidents in civil aviation.
- 2. to signify their agreement to the substance of the proposed Order in Council (set out in paragraphs 4.2 and 4.3 of this Policy Letter) for the purposes of Article 72A of the Reform (Guernsey) Law, 1948, as amended.
- 3. to direct the preparation of such legislation as may be necessary to give effect of the above decisions.

The above Propositions have been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications in accordance with Rule 4(1)(c) of the Rules of Procedure of the States of Deliberation and their Committees.

of the ISLAND OF GUERNSEY

POLICY & RESOURCES COMMITTEE COMMITTEE for ECONOMIC DEVELOPMENT

THE INVESTIGATION OF AIR ACCIDENTS AND INCIDENTS

The Presiding Officer States of Guernsey Royal Court House St Peter Port

28th October 2021

Dear Sir

1 Executive Summary

- 1.1 The United Kingdom ('UK'), through the Department for Transport ('DfT'), has requested that the Bailiwick of Guernsey ('the Bailiwick') updates its legislation relating to the investigation of air accidents and incidents.
- 1.2 The International Civil Aviation Organisation ('ICAO') routinely carries out audits of its Member States, including the UK, and these audits include consideration of the legislation that each Member State government establishes to effectively implement ICAO standards and recommended practices. For the purposes of ICAO, the Bailiwick is one of the territories for which the UK is responsible.
- 1.3 The DfT has requested that the Bailiwick updates its legislation before the next ICAO audit. The Acting Director of Civil Aviation for the Bailiwick of Guernsey has advised that the necessary legislation should be updated as soon as possible.
- 1.4 The proposals set out in this Policy Letter seek to enable the Bailiwick to make the relevant legislative changes before the next ICAO audit.
- 1.5 Specifically, the proposals set out in this Policy Letter seek to:
 - introduce the latest UK legislation relating to air accidents and incident investigation, as set out in the UK Civil Aviation (Investigation of Air Accidents and Incidents) Regulations, 2018 (the '2018 Regulations');

- (ii) implement Regulation (EU) 996/2010, of the European Parliament and Council, relating to the investigation and prevention of accidents and incidents in civil aviation ('Regulation 996/2010'); and
- (iii) implement the requirements set out in in Annex 13 of the United Nations ('UN') Convention on International Civil Aviation, (the 'Chicago Convention'1), relating to aircraft accident and incident investigation.
- 1.6 For the relevant legislation to be updated across the Bailiwick, the States of Deliberation, the States of Alderney, and the Chief Pleas of Sark will each need to make Ordinances under the European Communities (Implementation) (Bailiwick of Guernsey) Law, 1994 (the 'Implementation Law') to implement EU Regulation 996/2010 in their own jurisdictions.

2 Introduction and background

- 2.1 Since the 1970s, UK legislation regarding air accident and incident investigations has been extended to the Bailiwick by Order in Council with modifications made to ensure that legislation is appropriate for application in the Bailiwick context.
- 2.2 The legislation currently in force in the Bailiwick is the UK Civil Aviation (Investigation of Air Accidents and Incidents) Regulations, 1996 (the '1996 Regulations'), as extended to the Bailiwick by the Civil Aviation (Investigation of Air Accidents and Incidents) (Guernsey) Order, 1998 (the '1998 Order').
- 2.3 The 1996 Regulations provide that the Air Accidents Investigation Branch ('AAIB') of the DfT, which investigate air accidents and incidents for the UK, the Crown Dependencies and the British Overseas Territories, may do so in relation to air accidents and incidents linked to the Bailiwick².
- 2.4 Since the 1996 Regulations were made, the UK has updated its own legislation and further requirements have been introduced on a global and European level.
- 2.5 The UK made the 2018 Regulations to update its air accident investigation practices, and make further provision required by Annex 13 of the Chicago Convention.

¹ Among other things, the Chicago Convention, which was made in 1944, established the ICAO as a specialised agency of the UN to support international cooperation on matters of air transport.

² The AAIB may be called upon to conduct an investigation: where an accident occurs within the Channel Islands (as state of occurrence); and where an accident involving a locally registered aircraft occurs over the high seas (i.e. where there is no state of occurrence) and responsibility falls to the state of registration. The AAIB may also be called upon to assist with an investigation by a third country where the subject of which is a Guernsey-registered aircraft.

- 2.6 In addition, necessary modifications have been made as a consequence of Brexit, as the UK retained certain EU legislation including Regulation 996/2010, which concerns the establishment of common rules in the field of civil aviation safety investigations³.
- 2.7 Whilst the 2018 Regulations, which revoked and replaced the 1996 Regulations, now take account of Annex 13 of the Chicago Convention and Regulation 996/2010, the 1996 Regulations currently extended to the Bailiwick do not.

3 Obligations and international standards

- 3.1 The UK, which is constitutionally responsible for the formal international relations of the Bailiwick (as it is for all Crown Dependencies), is a signatory state of the Chicago Convention; and, for the purposes of ICAO, the Bailiwick is one of the territories for which the UK is responsible.
- 3.2 In addition, the DfT has a Memorandum of Understanding⁴ ('MoU') with the Bailiwicks of Guernsey and Jersey, which states, among other things:

"The Bailiwicks of Jersey and Guernsey will:

(d) Take steps to ensure or promote, as the case may be, the timely enactment of relevant civil aviation legislation".

[and]

"The UK will:

Ensure that the Bailiwicks are advised in a timely manner:

- (i) of any proposals to amend, in its application to the UK, civil aviation legislation which has been extended to the Bailiwicks, and
- (ii) upon request, of any amendments to the UK domestic legislation on which the Bailiwicks' local legislation may be based.

In accordance with agreed time scales, provide timely advice to the Bailiwicks on any proposed aviation legislation that they may have drafted".

3.3 Updating the Bailiwick's legislation as proposed in this Policy Letter would enable the Bailiwick to meet its MoU obligations. The DfT has requested that the

³ European Parliament and Council of the European Union (2010). Regulation (EU) 996/2010 [Online]. Available at: https://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2010:295:0035:0050:EN:PDF

⁴ The MoU is reproduced in the Regulatory Framework Document published by the Office of the Director of Civil Aviation, available at: https://cidca.aero/CHttpHandler.ashx?id=136016&p=0

Bailiwick make the necessary legislative changes before the ICAO audit anticipated to take place in 2022.

3.4 This process is currently being completed by Jersey and has already been completed by the Isle of Man.

4 Legislative changes

- 4.1 Bringing the relevant legislation in the Bailiwick up to date necessitates:
 - (i) the making of an Order in Council extending the 2018 Regulations to the Bailiwick; and
 - (ii) the making of Ordinances, by each of the three legislative assemblies of the Bailiwick, under the EU Implementation Law, to implement Regulation 996/2010 throughout the Bailiwick.
- 4.2 The proposed Order in Council would:
 - (i) extend the 2018 Regulations to the Bailiwick with modifications, and
 - (ii) revoke and replace the previous Order in Council which extended the (previous) 1996 Regulations.
- 4.3 The 2018 Regulations, as extended with modifications, would principally:
 - (i) designate the AAIB as the safety investigation authority for the Bailiwick of Guernsey (as is the case today under current Bailiwick legislation);
 - (ii) state that the sole objective of a safety investigation is the prevention of accidents and incidents (without the apportionment of blame or liability);
 - (iii) give effect to the appointment of the UK Chief Inspector of Air Accidents and other Inspectors in the Bailiwick for the purposes of these Regulations,
 - (iv) confer powers and duties on the Chief Inspector and other Inspectors in relation to safety investigations (including providing any person whose reputation could be adversely affected by a safety investigation report with relevant information to permit that person to make written representations on the report), and
 - (v) implement the relevant requirements of Annex 13 of the Chicago Convention which are not implemented by Regulation 996/2010.

4.4 The proposed Ordinance would:

- (i) implement Regulation 996/2010 for the purposes of the Bailiwick, with suitable modifications, which makes provision to ensure high quality civil aviation safety investigations. It also includes rules concerning the timely availability of information relating to all persons and dangerous goods on board an aircraft involved in an accident and aims to improve the assistance to the victims of air accidents and their relatives.
- 4.5 The proposed legislation would also align the procedures applicable in the Bailiwick with those in the UK and other Crown Dependencies, subject to relevant modifications for the purposes of the Bailiwick.

5 Article 72A of the Reform (Guernsey) Law, 1948, as amended

Insofar as the extension of the 2018 Regulations involves the making of an Order in Council which has effect in Guernsey, the Policy & Resources Committee has a duty, under Article 72A of the Reform (Guernsey) Law, as amended (the 'Reform Law') to submit the proposal to the States of Deliberation so that they may signify their views on it.

6 Alderney and Sark

- 6.1 The authorities of Alderney and Sark were consulted on, and supported, the proposed extension, to the Bailiwick, of the 2018 Regulations, and the proposal to implement Regulation 996/2010.
- 6.2 As explained in paragraph 4.1, for Regulation 996/2010 to be implemented throughout the Bailiwick, the States of Deliberation, the States of Alderney, and the Chief Pleas of Sark must each make Ordinances, under the Implementation Law, to implement Regulation 996/2010 in their own jurisdictions.

7 Compliance with Rule 4

- 7.1 Rule 4 of the Rules of Procedure of the States of Deliberation and their Committees sets out the information which must be included in, or appended to, motions laid before the States.
- 7.2 Rule 4(1)(a) concerns whether, and how, Propositions contribute to the objectives and policies of the States of Deliberation. In the Government Work Plan⁵, the States of Deliberation made managing the effects of Brexit and meeting international standards one of their four main priorities for government this political term (Priority 2 of the Government Work Plan). These Propositions, which seek to ensure that the Bailiwick's civil aviation legislation is up to date, align fully with the objective of Priority 2 of the Government Work Plan.

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⁵ Billets d'État VI and XV of 2021.

- 7.3 Rule 4(1)(b) concerns what joint working or consultation has taken place with Committees or relevant stakeholders in the preparation of the Propositions. As explained in section 6, above, the authorities of Alderney and Sark were consulted. As these Propositions relate to the responsibilities of both the Policy & Resources Committee and the Committee for Economic Development, the two Committees have worked together to jointly prepare the Propositions. The Propositions were prepared with the Office of the Director of Civil Aviation.
- 7.4 In accordance with Rule 4(1)(c), it is confirmed that the Propositions have been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications.
- 7.5 In accordance with Rule 4(1)(d), no additional resources are required to carry these proposals into effect.
- 7.6 In accordance with Rule 4(2), it is confirmed that the Propositions relate to the Committee *for* Economic Development's responsibilities for securing the provision of air links to and from the Bailiwick; and to the duty of the Policy & Resources Committee under Article 72A of the Reform Law. The Propositions are supported unanimously by both Committees.

Yours faithfully

Committee for Economic Development
N R Inder
President
S J Falla
Vice-President
A Kazantseva-Miller
N G Moakes
S P J Vermeulen

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

POLICY & RESOURCES COMMITTEE

CONSIDERATION OF GUERNSEY'S PARTICIPATION IN INTERNATIONAL AGREEMENTS

The States are asked to decide:-

Whether, after consideration of the Policy Letter entitled "Consideration of Guernsey's Participation in International Agreements" dated 1st November, 2021, they are of the opinion:-

- To rescind the Resolutions of 25th February, 1987, relating to the Policy Letter entitled "International Conventions and Agreements", dated 23rd January, 1987.
- 2. Subject to Resolution 3 and any resolution of the States to the contrary
 - to agree that Guernsey's participation in any international agreement should meet Guernsey's needs, whilst respecting the constitutional relationship with the UK through the Crown and Guernsey's domestic autonomy;
 - ii. to endorse the process and approach set out in Paragraphs 6.5-6.10 of this Policy Letter regarding Guernsey's participation in international agreements;
 - iii. to direct the Policy & Resources Committee to maintain efforts to ensure that Guernsey's interests and, subject to the necessary authorisations from Alderney and Sark, the interests of either of those islands or, as the case may be, the Bailiwick's interests continue to be represented to the UK in respect of international agreements;
 - iv. provided there has been consultation with or a request from any other committee whose mandate is engaged by an international agreement, to authorise the Policy & Resources Committee to agree to Guernsey's participation and, subject to the necessary authorisations from Alderney and Sark, the participation of either of those islands or, as the case may be, the Bailiwick's participation in international agreements, whether in whole or in part or with reservations, or to decline the same, and signal that agreement, or rejection, to HM Government.
- 3. By way of exception to Resolution 2, to direct the Policy & Resources Committee, or, if applicable, other committees of the States, to refer questions relating to participation in international agreements, together with its or, if applicable, their

recommendations, to the States of Deliberation for debate and decision in cases where –

- save in cases of urgency, the terms of any international agreement appear to the Policy & Resources Committee to involve questions of human rights and fundamental freedoms, or matters which, in the opinion of the Policy & Resources Committee are likely to be considered controversial;
- ii. the Policy & Resources Committee and any other committee of the States whose mandate is engaged by an international agreement do not agree on questions relating to participation in an international agreement;
- iii. the Policy & Resources Committee otherwise considers it to be necessary or expedient to refer a question relating to participation in an international agreement to the States of Deliberation.
- 4. To direct the Policy & Resources Committee, in cases where the exception detailed in paragraph i) of Resolution 3 is engaged but the matter is not referred to the States of Deliberation because of urgency, to refer such matters to the States of Deliberation as soon as possible after the exercise of its delegated authority so such decisions can be debated and noted.
- 5. To direct the Policy & Resources Committee to submit periodically a report setting out all international agreements for which participation has been or is being considered for Guernsey within the reporting period (whatever the status or outcome), and work undertaken in respect of the same, for inclusion as an appendix to a Billet d'État.
- 6. To direct the Policy & Resources Committee to create an online resource to provide publicly accessible information about international agreements that have been considered, applied, extended or entered into, or rejected, by Guernsey and those that are currently under consideration.

The above Propositions have been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications in accordance with Rule 4(1)(c) of the Rules of Procedure of the States of Deliberation and their Committees.

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

POLICY & RESOURCES COMMITTEE

CONSIDERATION OF GUERNSEY'S PARTICIPATION IN INTERNATIONAL AGREEMENTS

The Presiding Officer States of Guernsey Royal Court House St Peter Port Guernsey

1st November, 2021

Dear Sir

1 Executive Summary

- 1.1 The UK Government has responsibility, on behalf of the Crown, for the defence and international relations of the Bailiwick of Guernsey. It is longstanding constitutional practice that the UK consults the Crown Dependencies before it enters into or seeks to enter into an international agreement so that they can consider whether they wish the international agreement to apply to them and, if so, provide their consent to application. The islands can also proactively request the later extension or further extension of an international agreement or conclude agreements directly with sovereign states under entrustment. In this Policy Letter, these three mechanisms (initial application, later extension, and entrustment) for coverage by an international agreement will be referred to in terms of 'participation'.
- The Policy & Resources Committee ('the Committee') has responsibility for considering, co-ordinating, and consenting to Guernsey's participation in international agreements it also superintends such matters on behalf of Alderney and Sark if they so wish. The Committee has this responsibility generally through its own mandate and Resolutions of the States of 25 February 1987 ('the 1987 Resolutions')¹ and specifically and on a Bailiwick-wide basis in relation to goods-related aspects of Free Trade Agreements ('FTAs') (including other trade arrangements).

¹ 'International Conventions and Agreements', Billet d'État IV of 6th February, 1987, and Resolutions of 25th February, 1987.

- 1.3 As it is now more than 30 years since the 1987 Resolutions were made, there have been various changes in working practices and the development of Guernsey's international identity. The 1987 Resolutions no longer accurately reflect the way in which Guernsey participates in international agreements. The Committee has reviewed the processes and practices in the modern context.
- 1.4 This Policy Letter recommends modernising and re-stating the 1987 Resolutions to ensure that the processes for considering and approving Guernsey's participation in international agreements are fit for purpose, including providing sufficient flexibility to react to fast-paced events and to enable additional transparency and increased public awareness.

2 Current process relating to the consideration of Guernsey's participation in international agreements

- 2.1 The UK Government has responsibility, on behalf of the Crown, for the defence and international relations of the Bailiwick of Guernsey. Consequently, as the Bailiwick of Guernsey is not a sovereign state, it is commonplace for UK-concluded international agreements to be applied or (later) extended to the Bailiwick. In recent decades, Guernsey in particular has also been working to further develop its own international identity².
- 2.2 It is longstanding constitutional practice that the UK consults the Crown Dependencies before it enters into or seeks to enter into an international agreement so that they can consider whether each one wishes the international agreement to apply to them and, if so, provide their consent to application. It is agreed practice accepted by the United Nations that international agreements to which the UK is a party can be extended to any of the Crown Dependencies (if they so wish) at a later date. The islands can also proactively seek to be included in an international agreement or, increasingly, seek Letters of Entrustment from the UK to conclude international agreements on their own behalf. Within the Bailiwick, international agreements can apply to the Bailiwick as a whole, to specific islands within the Bailiwick, or to a combination of islands as agreed by the respective authorities.
- 2.3 The Ministry of Justice has issued a comprehensive set of guidance notes on the Crown Dependencies' participation in international agreements for the benefit of other UK Government departments³. Further information on the relationship with the UK and the process by which the Bailiwick can participate in international agreements is set out in written evidence provided by Guernsey's government to the House of Commons Public Administration and Constitutional

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² As outlined in paragraph 4.4.

³ Guidance - <u>Crown Dependencies: Jersey, Guernsey and the Isle of Man.</u>

Affairs Committee⁴.

- 2.4 The Policy & Resources Committee has responsibility for considering, coordinating, and consenting to Guernsey's participation in international agreements it also superintends such matters on behalf of Alderney and Sark if they so wish. The Committee has this responsibility generally through its own mandate and the 1987 Resolutions⁵ and specifically and on a Bailiwick-wide basis in relation to goods-related aspects of FTAs (including other trade arrangements).
- 2.5 The method for dealing with Guernsey's participation in international agreements under the 1987 Resolutions was governed by the practicalities of the day. At that time, it was considered to be too resource intensive to submit documents and Propositions for all international agreements to the States of Deliberation; there was also concern that doing so could cause timing issues in relation to UK consultation periods. In short, the 1987 Resolutions set out the process by which international agreements are to be considered; delegate authority to what is now the Policy & Resources Committee to acquiesce to the participation of Guernsey in an international agreement, except in certain circumstances (i.e. in cases of controversy or of disagreement between committees); and detail the reporting requirements. The 1987 Resolutions state:
 - "1. That each international agreement in the application of which to this Island the Insular Authorities are invited to acquiesce shall be referred by the Bailiff to the States Advisory and Finance Committee and that the States Advisory and Finance Committee shall make to the Bailiff its recommendations as to whether a notification of acquiescence in the application of an agreement to this Island either in whole or with reservations or of non-acquiescence should be made and thereupon the Bailiff shall communicate with the proper quarter in accordance with such recommendations provided that:
 - a) where the terms of any international agreement appear to the States Advisory and Finance Committee to involve questions of human rights and fundamental freedoms, or matters which, in the opinion of the States Advisory and Finance Committee are likely to be considered controversial, the terms of the proposed agreement shall be laid before the States;

⁴ Further information on the role of the islands in relation to international treaties and arrangements is outlined in <u>written evidence provided by Guernsey</u> to the House of Commons Public Administration and Constitutional Affairs Committee for their inquiry 'The Scrutiny of International Treaties and other international agreements in the 21st century', published 26th October, 2021.

⁵ 'International Conventions and Agreements', Billet d'État IV of 6th February, 1987, and Resolutions of 25th February, 1987.

- where the subject matter of the agreement relates to a subject which is the concern of any other States Committee, the States Advisory and Finance Committee shall refer the agreement to that Committee with a request for its views;
- c) where the States Advisory and Finance Committee or a States Committee concerned considers it necessary or expedient that the matter of acquiescence or non-acquiescence in the application to this Island of an agreement should be submitted to the States for a decision, the matter shall be so submitted by the States Advisory and Finance Committee together with any necessary clarification and recommendations; and
- d) where the views of the States Advisory and Finance Committee and of any other States Committee concerned are not in accord on the matter, the difference between them shall be submitted by the States Advisory and Finance Committee to the States for a decision thereon.
- 2. That the States Advisory and Finance Committee shall submit annually to the Bailiff for inclusion as an appendix to a Billet d'État a report setting out the title and brief description of each international agreement received by the States Advisory and Finance Committee in the preceding year and giving details of the action taken in relation to that agreement."

3 Previous decisions of the States of Deliberation in relation to Guernsey's participation in international agreements

- 3.1 In August 2020, following consideration of a Requête ('the Requête')⁶, the States resolved:
 - "2. To direct the Policy & Resources Committee, in consultation with other Committees of the States, to develop proposals for a modernised approach to the adoption of international treaties and conventions in Guernsey, which includes a greater degree of democratic scrutiny and engagement by the States Assembly as set out in this Requête, to replace the 1987 Resolution, and to return to the States with proposals no later than the end of 2021."
- 3.2 It was not recommended that substantial changes were needed to the way in which Guernsey considers and agrees to participation in international agreements, but areas for improvement were identified. This included a need for additional transparency (with opportunity for greater parliamentary scrutiny and challenge) and increased public awareness.

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⁶ 'Extension to the Bailiwick of the UK-US Extradition Treaty of 2003 and changes to processes relating to the approval of international instruments', <u>Billet d'État XVI of 2020</u> and <u>Resolutions</u> of 25th August, 2020.

- 3.3 A letter of comment from the Committee⁷ in response to the Requête noted that "the 1987 Resolutions no longer fully reflect the process by which treaties are referred to the States of Guernsey" and agreed that "a review of the process relating to international agreements in regard to Guernsey, as outlined in the Requête, with the ultimate intention to replace the 1987 Resolutions would appear to be appropriate...The review and subsequent proposals would include consideration as to the extent to which it is possible or appropriate for the 'approach to the adoption of international treaties and conventions in Guernsey' to have 'a greater degree of democratic scrutiny and engagement by the Assembly as set out in this Requête'".
- 3.4 The Constitutional Investigation Committee ('CIC') was formed in January 2014⁸, following earlier decisions of the States of Deliberation⁹, to investigate proposals on greater autonomy in relation to the legislative process and international affairs. The CIC's report was considered by the States of Deliberation in January 2016¹⁰ and all the recommendations were agreed. *Inter alia* there were objectives of the CIC relating to participation in international agreements, particularly in terms of entrustment.

4 Developments since the adoption of the 1987 Resolutions

- 4.1 Since the 1987 Resolutions came into effect, working practices have changed significantly and the Resolutions no longer fully reflect the way in which Guernsey participates in various different types of international agreements.
- 4.2 Technology and methods of communication have changed, the UK is now pursuing a fully independent international trade and relations policy after its withdrawal from the EU, and a closer working relationship has been established between the States of Guernsey and the UK Government. It is now common practice for information and requests about international agreements to be sent directly between the UK Government and the States of Guernsey, and for direct engagement on such matters to take place with relevant UK Government departments.
- 4.3 Methods and processes have also evolved for the way in which work is undertaken by the States of Guernsey, to ensure the effective prioritisation of resources to fulfil the strategic objectives of government.

⁷ Letter of comment from the Policy & Resources Committee, dated 13th March, 2020.

⁸ 'Establishing the Constitutional Investigation Committee', <u>Billet d'État I of 2014</u> and <u>Resolutions</u> of 30th January, 2014.

⁹ 'Greater Autonomy in the Legislative Process and International Affairs', <u>Billet d'État XVIII of 2013</u> and Resolutions of 26th September, 2013.

¹⁰ 'Proposal to Achieve Greater Autonomy in the Legislative Process and International Affairs for Guernsey', <u>Billet d'État I of 2016</u> and <u>Resolutions</u> of 27th January, 2016.

4.4 Perhaps most importantly, Guernsey has developed a greater international identity in the last few decades. In 2008, the UK and Guernsey formally agreed a framework that recognised the appropriateness of Guernsey having greater independence with respect to international relations and sought to further enhance Guernsey's international persona¹¹.

5 Agreements negotiated under entrustment

- 5.1 In certain circumstances, Guernsey may be authorised to negotiate directly with sovereign states and conclude its own international agreements by a process of entrustment. To date, entrustment has been granted to Guernsey: 1) generally, to negotiate tax agreements with other jurisdictions, including Tax Information Exchange Agreements ('TIEAs') and Double Taxation Agreements ('DTAs'); and, 2) specifically, to conclude a social security agreement with Latvia. To date Guernsey has agreed:
 - TIEAs Guernsey signed its first TIEA with the United States of America in September 2002. To date, Guernsey has signed 61 TIEAs with other jurisdictions¹².
 - DTAs Guernsey currently has 14 full DTAs and partial DTAs with 12 jurisdictions¹³.
- 5.2 The framework within which tax agreements are negotiated and concluded under entrustment by the Committee, on behalf of the States of Guernsey, is accepted and understood. The States have an opportunity to comment on or challenge any specific tax agreement when the relevant legislation is brought to the States of Deliberation in advance of the agreement being brought into force. It is therefore not intended that the Propositions in this Policy Letter would affect this well-established practice.
- 5.3 In 2015, the States of Deliberation resolved "that the States approve in principle the entry into a reciprocal agreement on social security with Latvia" In March 2019, Guernsey received a specific entrustment from the UK to negotiate and conclude a social security agreement with Latvia. The 'Agreement between the States of Guernsey and the Republic of Latvia on Social Security' was signed in September 2020 and entered into force in June 2021. This was the first agreement concluded by Guernsey under entrustment in an area outside of tax

¹¹ <u>Framework for developing the international identity of Guernsey</u> (sometimes referred to as international identity framework).

¹² Further information can be found at https://www.gov.gg/tiea.

¹³ Further information can be found at https://www.gov.gg/dta.

¹⁴ 'Benefit and Contribution Rates for 2016', <u>Billet d'État XVIII</u> of 2015 and <u>Resolutions</u> of 30th October, 2015.

¹⁵ The text of the 'Agreement between the States of Guernsey and the Republic of Latvia on Social Security' is set out in <u>Billet d'État XXV of 2020</u>.

- matters. At this time, no further specific agreements have been identified that Guernsey would wish to negotiate under entrustment.
- 5.4 The CIC report of 2016¹⁶ included recommendations relating to the entering into of agreements under entrustment. This included seeking a blanket entrustment granted to the island by the UK, which would be valid for Guernsey to negotiate and conclude agreements directly with other parties, except when agreements concluded under it¹⁷:
 - i. affect defence and security matters;
 - ii. restrict Human Rights;
 - iii. also apply to the UK;
 - iv. require the participant to be a sovereign state;
 - v. are to be negotiated within an international organisation of which the UK is a member.
- 5.5 Initial, informal, conversations have taken place with officers at the Ministry of Justice regarding a blanket entrustment, but to date no formal discussions have been held on this topic. Opportunities will continue to be sought to negotiate agreements under entrustment to demonstrate a need for a blanket entrustment, and the social security agreement recently concluded with Latvia can be seen as trailblazing in this regard. The issue of a general entrustment for agreements will be kept under review as Guernsey continues to develop its international identity.

6 Proposed changes to the 1987 Resolutions

- As a result of the evolution of Guernsey's international identity over recent decades, developments in working practices of the States, and past decisions, changes are being proposed to modernise and re-state the 1987 Resolutions so that they reflect the way in which international agreements are entered into by Guernsey, through initial application, later extension, or entrustment, now and for the foreseeable future.
- 6.2 In developing these proposals, the Committee has sought to balance the need for flexibility with the need to ensure appropriate domestic scrutiny processes can be followed, thus providing transparency and increasing public awareness of the international agreements which are binding on Guernsey.

¹⁶ 'Proposal to Achieve Greater Autonomy in the Legislative Process and International Affairs for Guernsey', Billet d'État I of 2016 and Resolutions of 27th January, 2016.

¹⁷ As set out in paragraph 7.7 of the CIC report.

<u>Flexibility</u>

- As Guernsey's international identity has developed, an increasing number of international agreements across a wide range of policy areas are being considered, which *inter alia* demonstrates Guernsey's commitment and adherence to international standards. In addition, new agreements continue to be negotiated multilaterally on the international plane or bilaterally by the UK, many of which Guernsey may wish to participate in (whether following consultation from the UK or by request).
- 6.4 Some new international agreements may involve short timescales for consideration by Guernsey. That could be as a result of negotiation timetables between the UK and its proposed treaty partner(s), and such time pressures are likely to be outside of the control of Guernsey. This is particularly the case for FTAs, so a bespoke process for enabling Guernsey (and the wider Bailiwick) to agree to participation in such FTAs is outlined in a Policy Letter¹⁸ and the resulting Resolutions made by the States of Deliberation. The proposed changes outlined in this Policy Letter are not intended to alter the process agreed for participation in UK FTAs, but, rather, apply to international agreements generally or by way of default. New international agreements may also include confidential elements during any negotiation period or may engage wider reputational issues for Guernsey to consider.
- 6.5 In order to retain the necessary flexibility and ability for Guernsey to react quickly to consider international agreements when needed, it is recommended that the Committee retain delegated authority to request and/or agree to Guernsey's participation in new or existing international agreements, as is the case under the 1987 Resolutions, but that they be modernised and restated in line with the below process:
 - A request may be sent by the UK Government to the Policy & Resources Committee or another relevant committee in Guernsey to consider, or from Guernsey to the UK Government to seek, participation in a particular international agreement. Where correspondence takes place directly between the UK Government and a committee other than the Policy & Resources Committee, the Policy & Resources Committee should be sighted on such exchanges at an early stage (via the External Relations team).

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¹⁸ 'The Bailiwick's Participation in UK Free Trade Agreements', <u>Billet d'État XVII of 2021</u> and <u>Resolutions</u> of 10th September, 2021. The Sark version of the Propositions relating to this Policy Letter were approved by Sark Chief Pleas on 7th July, 2021. The Alderney version of the Propositions relating to this Policy Letter were approved by the States of Alderney on 4th October, 2021.

- A decision to agree to or request participation (or not) in an international agreement would follow consideration of the matter by the Policy & Resources Committee. In cases where participation in an international agreement is initiated by the UK and its subject matter falls within the mandate of other committees, there would be an opportunity for consideration and approval by those committees. The Policy & Resources Committee would promptly share information regarding any such international agreements with such committees. In cases where participation in an international agreement is initiated by Guernsey, consideration by the Policy & Resources Committee should follow the initial consideration carried out by those committees who have mandated responsibility for the subject-matter of the international agreement.
 - Consideration of the matter by the Policy & Resources Committee and other committees should include matters such as, but not limited to: designation of a lead Committee for implementation, monitoring, reporting, and maintaining compliance after the international agreement has come into force; likely resourcing requirements, including potential funding and requirements for any policy or operational matters relating to the agreement (initially and for subsequent international implementation, monitoring, reporting, and compliance etc.); legislative, regulatory or policy changes required; IT or operational changes; communications issues; and reputational matters.
 - Consultation on international agreements under consideration will take place with relevant committees according to policy responsibilities and the matters covered by the agreement in question. It is not intended that consultation will take place by default with all Principal Committees on all international agreements as this could create unnecessary work for committees which do not have mandated responsibility for the subject-matter of the agreement in question.
 - Where consultation is initiated by the Policy & Resources Committee with certain committees, those committees can suggest consultation with further committees if responsibility for the particular subject-matter of an international agreement, or part of it, is shared or is otherwise the responsibility of another committee.
 - Participation (or not) in an international agreement should be considered within the wider context of government priorities to ensure alignment with the overall work of the States, such that the Policy & Resources Committee or other relevant committees may wish to consult additional committees of the States.

- 3) Having considered the matter, the Policy & Resources Committee would signal (to the UK) Guernsey's (and, subject to any necessary authorisations, Alderney's, Sark's or the Bailiwick's) consent to participation in an international agreement. Alternatively, the Policy & Resources Committee may decline to provide consent, offer reservations, or engage in such further discussions or negotiations with the UK as the context may require.
- 4) Participation in an international agreement would then be confirmed through official channels, being official correspondence between the government of Guernsey and the UK Government, through the Office of the Lieutenant-Governor.
- 6.6 There are some exceptions to the use of delegated authority of the Committee as set out above. Some of those exceptions, if engaged, would require suitable Propositions to be put to the States of Deliberation for debate and decision about whether or not to participate in an international agreement:
 - a. Where a specific framework for participation in classes of international agreements exists because the principles have already been considered by the States (e.g. in relation to tax agreements falling within the general entrustment, or FTAs); in such cases the delegated authority of the Policy & Resources Committee would be exercised in accordance with those frameworks.
 - b. Where the terms of any international agreement appear to the Policy & Resources Committee to involve questions of human rights and fundamental freedoms, or matters which, in the opinion of the Policy & Resources Committee are likely to be considered controversial (which could include, for example, any significant resourcing implications for the States of Guernsey), the terms of the proposed agreement shall be laid before the States. However, where timing pressures do not allow an international agreement to be submitted in time for consideration by the States of Deliberation, either at a scheduled meeting or in accordance with Rule 2(4) or Rule 2(5) of the Rules of Procedure, the Policy & Resources Committee will retain the delegated authority to agree to or request Guernsey's participation in international agreements. In such a situation, the Policy & Resources Committee will refer the matter to the States of Deliberation as soon as possible afterwards, so that such a decision can be debated and noted.
 - c. Where the Policy & Resources Committee and another relevant Committee do not agree (or, where an international agreement covers the mandates of multiple committees, two or more committees do not agree) on participation (or not) in an international agreement, the matter will be put to the States of Deliberation for a decision.

- d. Where the Policy & Resources Committee otherwise considers it to be necessary or expedient to refer the matter to the States of Deliberation for debate and decision.
- 6.7 If matters relating to an international agreement are put to the States for debate and decision, the Policy & Resources Committee must provide recommendations and information as needed, supported by any relevant information from other relevant committees; in the case where the question is being put because another relevant committee takes a different view, in accordance with point c above, that/those committee(s) must also provide recommendations and/or information as needed. Where such matters are put to the States, this could be in the form of a joint Policy Letter between the Policy & Resources Committee and the other relevant committees or through a Policy Letter (drafted by either the Policy & Resources Committee or the other committee) with attached letters of comment from relevant committees.

Entrustment

- In the absence of a blanket entrustment (as noted in paragraphs 5.4 and 5.5), it is recommended that if the Policy & Resources Committee, or another relevant committee, wishes to pursue any new agreement(s) that would require a new general or specific entrustment (or a substantial variation to an existing entrustment; for example, where such variations would enable the conclusion of future types of agreements which had not been envisaged at the time an entrustment was originally granted), a Policy Letter from either the Policy & Resources Committee or other relevant committee(s) should first be considered by the States to agree the proposal to seek an entrustment (or a substantial variation to an existing entrustment) to negotiate a new international agreement. It is not intended that the Propositions in this Policy Letter would affect the well-established practice already in place with respect to tax agreements under the current general entrustment for that purpose.
- 6.9 Such Policy Letters could seek approval to pursue either a specific individual agreement (as with the social security agreement with Latvia) or seek approval for a framework under which certain types of agreements could be negotiated (as has historically been the case for tax agreements). This would provide transparency about agreements Guernsey is seeking to enter into, and an opportunity for parliamentary engagement and scrutiny at an early stage. It should also ensure that considerations relating to resourcing for seeking the entrustment, negotiating the international agreement in question, and ongoing implementation, compliance, monitoring and reporting requirements can be considered within the wider context of strategic government priorities.
- 6.10 There could be instances where an entrustment may be required to negotiate an agreement at short notice, which does not allow for time for such a matter to be

considered by the States before a request is made to the UK for an entrustment to be granted. In such instances, it is recommended that an entrustment may be requested by the Policy & Resources Committee but should not be exercised until after the States have approved the entering into of negotiations. This would enable any financial or policy implications to be debated before negotiations under the entrustment commence.

Information available to the States of Deliberation and the public

- 6.11 To provide greater transparency about international agreements that Guernsey considers and enters into (or declines), the Committee recommends that all committees should seek to include information relating to international agreements in their regular updates¹⁹ given to States' meetings. This should be either as part of their Rule 10(4) statement, or, if circumstances require it, by seeking the permission of the Presiding Officer to deliver a statement under Rule 10(3).
- 6.12 To complement information provided through regular committee update statements and to provide a clear summary of actions taken by or on behalf of the States, it is recommended that a report be submitted periodically by the Policy & Resources Committee to the States of Deliberation to set out agreements considered, work undertaken within the reporting period, and any new international agreements which Guernsey is participating in.
- 6.13 It is also recommended that, as part of work to digitise the information held by the States of Guernsey and to make the situation about international agreements more accessible, work is undertaken to create an online resource to provide publicly accessible information about which international agreements are binding on Guernsey, and the wider Bailiwick, and those which are actively being considered. Such a resource would be updated on a periodic basis. This resource can also be used to help prioritise work on international agreements and manage resourcing needs.

Operational considerations

6.14

The recommendations in this Policy Letter do not affect responsibility for particular policy matters. Committees will continue to have responsibility for policy areas falling within their mandates, including any relevant international agreements pertaining to those policy areas.

¹⁹ Rule 10(4) states "the President of the Policy & Resources Committee and the President of each Principal Committee shall be obliged twice every twelve months and the President of the following other Committees of the States, ..., and the nominated Alderney Representative on behalf of the States of Alderney, shall be obliged once every twelve months ... to make a statement setting out his or her Committee's, or in the case of the nominated Alderney Representative the States of Alderney's, recent activities, forthcoming work and the like at an ordinary Meeting."

- 6.15 Participation in international agreements means that Guernsey has obligations which must continue to be met to ensure that the agreements are suitably implemented. These obligations include ongoing monitoring and reporting requirements, as well as the need to ensure that policies and legislation continue to conform with the requirements of particular international agreements. The lead Committee with responsibility for a particular international agreement should ensure that it is able to resource this work sufficiently when seeking to participate in an international agreement. Guernsey will also continue to meet its ongoing international obligations through appropriate and timely reporting on international agreements as required²⁰.
- 6.16 The Policy & Resources Committee will continue to have a close interest in international agreements given its responsibilities for external relations and international and constitutional affairs generally (including Guernsey's international identity and its reputation) and for leadership and co-ordination of the work of the States.

7 Resources

- 7.1 There will be no financial implications from the proposed changes to the processes relating to participation in international agreements (except as noted in the following paragraph). The new process would form a procedural element of work to be undertaken when a committee is considering any international agreement. Resource considerations for ongoing monitoring or implementation of an agreement will need to be considered by the relevant committee(s) as part of that work, as is currently the case, in order to maintain compliance with the obligations that Guernsey would sign up to through participation in an agreement.
- 7.2 There will be a small financial cost for developing and implementing the proposed online information resource (as set out in paragraph 6.13), which is anticipated to cost approximately £2,500. Some policy and administrative resource will be required at the outset to gather the relevant data to be included, which will be uploaded periodically. However, once set up, it is not anticipated that there would be any further financial implications from maintenance of the online resource. Financial and staffing requirements to develop, maintain and update the online resource will be met from existing resources allocated to the External Relations team.
- 7.3 Where the Policy & Resources Committee uses delegated authority to agree to Guernsey's participation in an international agreement, consideration will be

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²⁰ The States of Guernsey publish reports that have been submitted in line with reporting obligations for international agreements which have been extended to Guernsey, for example for the International Labour Organisation (ILO). Reports are available to view here.

given to any resourcing requirements that could arise from such a decision. Where significant resourcing implications are identified, a Policy Letter will be put to the States of Deliberation for a decision.

8 Alderney and Sark

- An international agreement could apply or be extended to Guernsey only, Guernsey with Alderney or Sark (or just Alderney and/or Sark, but this has not occurred to date), or on a Bailiwick-wide basis. International agreements can be extended to or apply to Guernsey only in the first instance and then it would generally be possible for extension to Alderney and/or Sark later. This might be because one or more of the other islands could not comply with the obligations of an agreement at the time of initial application or later extension to Guernsey.
- 8.2 The 1987 Resolutions, and the changes proposed within this Policy Letter, cover the internal process for consideration of international agreements by Guernsey only.
- 8.3 When decisions are made by a Guernsey committee about possible participation in an international agreement this can only be in respect of Guernsey, unless an international agreement in question covers topics falling under the '1948 Agreement'²¹ in respect of Alderney or where Alderney and/or Sark have agreed that Guernsey can make such decisions (for example in respect of FTAs as noted in paragraph 6.4). Tax agreements entered into under the existing entrustment apply to Guernsey (including Herm) and Alderney only.
- 8.4 Consideration of participation in international agreements by Alderney and Sark is a domestic matter for those islands, which have their own processes to enable consideration of such matters. It is for Alderney and Sark to ensure their own domestic compliance with the obligations of the relevant international agreement.
- 8.5 Otherwise, when Guernsey's government is considering possible participation in an international agreement, the Policy & Resources Committee or other relevant committees should ensure that Alderney and Sark are consulted about whether they wish to seek to participate in that agreement. If Alderney and/or Sark wish to participate, then consent can be signalled and official notification of such a request can be made through the official channel by the Policy & Resources Committee on behalf of Guernsey/Alderney/Sark/the Bailiwick, as appropriate.

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²¹ The 1948 Agreement was made following a series of joint meetings between Guernsey, Alderney and the UK (the UK had a financial responsibility for Alderney at the time). The agreement is not described in a single document, it is a set of principles agreed at those meetings which are enshrined in laws in both Guernsey and Alderney. It includes services such as policing, education and health.

8.6 The proposed changes to the 1987 Resolutions will not alter the requirement for consultation on international agreements with the authorities in Alderney and Sark.

9 Engagement and consultation on these proposals

- 9.1 The Policy & Resources Committee has responsibility for leadership and coordination of the work of the States, as well as specific responsibility for external relations and international and constitutional affairs including "executing and requesting the extension of international agreements to which the Island is invited to acquiesce".
- 9.2 Individual committees have responsibility for policy areas that fall within their mandate. This includes consideration of international agreements and whether Guernsey should participate in them (or not), and any work required to progress participation in an international agreement. That includes developing any policy or legislation required to ensure domestic compliance with obligations of an agreement. It also involves ensuring that there is adequate resourcing for ongoing implementation of an agreement, including any reporting requirements, which should be undertaken by the relevant service area with responsibility for the particular policy topic.
- 9.3 Principal Committees and other committees were sent a draft of this Policy Letter and were invited to give their views on the proposals. The comments received during the consultation period have been taken into account in the final version of the Policy Letter. The Bailiff's Chambers and the Office of the Lieutenant-Governor have also been consulted in a similar manner.
- 9.4 The Law Officers have been consulted on the proposals set out in this Policy Letter.
- 9.5 Alderney and Sark have been informed of the development of these proposals. Further information is set out in Section 8.
- 9.6 The Ministry of Justice has been informed of the development of these proposals.

10 Compliance with Rule 4

- 10.1 Rule 4 of the Rules of Procedure of the States of Deliberation and their Committees sets out the information which must be included in, or appended to, motions laid before the States.
- 10.2 In accordance with Rule 4(1)(a), the changes proposed within this Policy Letter contribute to States objectives and policy plans by supporting one of the four

main priorities identified within Stage 1 of the Government Work Plan²², "managing the effects of Brexit and our international obligations", which includes the continuing development of Guernsey's international identity and meeting international standards. The proposed changes also support workstreams identified within Stage 2 of the Government Work Plan²³ to support this priority area of work, including ensuring compliance with agreed international agreements/standards and seeking opportunities for new beneficial arrangements.

- 10.3 In accordance with Rule 4(1)(b), the Committee's consultation with other parties is outlined in Section 9.
- 10.4 In accordance with Rule 4(1)(c), the Propositions have been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications.
- 10.5 In accordance with Rule 4(1)(d), the resources required to fulfil the Propositions of this Policy Letter are set out in Section 7.
- 10.6 In accordance with Rule 4(2)(a), the Propositions relate to the duties of the Policy & Resources Committee because its mandate includes responsibilities to, "advise the States and to develop and implement policies and programmes relating to: (a) leadership and co-ordination of the work of the States" and "(c) external relations and international and constitutional affairs, which includes: 7. executing and requesting the extension of international agreements to which the Island is invited to acquiesce".
- 10.7 In accordance with Rule 4(2)(b), it is confirmed that the Propositions have the unanimous support of the Committee.

Yours faithfully

Policy & Resources Committee

P T R Ferbrache President

H J Soulsby Vice-President

M A J Helyar J P Le Tocq D J Mahoney

²² Government Work Plan – Stage 1, <u>Billet d'État VI, 2021</u> and <u>Resolutions</u> of 26th March, 2021.

²³ Government Work Plan – Stage 2, <u>Billet d'État XV, 2021</u> and <u>Resolutions</u> of 23rd July, 2021.

P.2021/123

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

STATES' TRADING SUPERVISORY BOARD

GUERNSEY POST LIMITED - ANNUAL REPORT AND ACCOUNTS

The States are asked to decide:-

Whether, after consideration of the policy letter entitled 'Guernsey Post Limited – Annual Report and Accounts' dated 21 October, 2021, they are of the opinion:-

1. To note the Annual Report and Accounts of Guernsey Post Limited for the year ended 31st March 2021.

The above Proposition has been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications in accordance with Rule 4(1) of the Rules of Procedure of the States of Deliberation and their Committees.

THE STATES OF DELIBERATION Of the ISLAND OF GUERNSEY

STATES' TRADING SUPERVISORY BOARD

GUERNSEY POST LIMITED - ANNUAL REPORT AND ACCOUNTS

The Presiding Officer States of Guernsey Royal Court House St Peter Port

21st October, 2021

Dear Sir

1 Executive Summary

1.1 The Annual Report and Accounts of Guernsey Post Limited are hereby presented to the States.

2 Guernsey Post – Annual Report and Accounts

- 2.1 Under the terms of Section 8 of the States Trading Companies (Bailiwick of Guernsey) Ordinance, 2001, the States' Trading Supervisory Board (STSB) is required to submit Guernsey Post's Annual Report and Accounts to the States for their consideration.
- 2.2 Guernsey Post's Annual Report and Accounts for the year ended 31st March, 2021, are therefore appended to the policy letter.
- 2.3 The Company made an operating profit of £2,787,000 for the financial year ended 31st March, 2021, compared to £1,383,000 for the previous year.
- 2.4 The relationship between the STSB and the company has continued to develop since the role of shareholder passed to the Board in 2016. The evolution of this relationship has included the introduction of formal quarterly shareholder meetings attended by members of both the STSB and the Guernsey Post Board. The quarterly meetings provide an opportunity to review financial and KPI performance for the year to date. They also provide an important opportunity to: firstly, review the company's strategic and business plans and its performance against them; secondly, ensure the STSB understands the key risks facing the business and the steps the company is taking to address them; and,

thirdly, examine opportunities where both parties can work together to promote the interests of the company, the States and the wider community.

3 Compliance with Rule 4

3.1 Rule 4 of the Rules of Procedure of the States of Deliberation and their Committees sets out the information which must be included in, or appended to, motions laid before the States.

3.2 In accordance with Rule 4(1):

- a) The States Trading Companies (Bailiwick of Guernsey) Ordinance, 2001 (as amended) requires the Proposition to be put to the States;
- b) The Annual Report and Accounts have been submitted by Guernsey Post Limited;
- c) The Proposition has been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications;
- d) There will be no additional financial implications to the States of Guernsey of carrying the proposal into effect.

3.3 In accordance with Rule 4(2):

- a) The Proposition relates to the duties of the STSB to carry out the States' role as shareholder of any incorporated companies which are owned by the States and which the States have resolved to include in the mandate of the Board;
- b) The Proposition above has the unanimous support of the Board.

Yours faithfully

P J Roffey President

C N K Parkinson Vice-President

N G Moakes Member

S J Falla CBE Non-States Member

S J Thornton Non-States Member





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CORPORATE DETAILS

Directors:	Simon Milsted (Chairman
	Boley Smillie (Chief Executive
	Steve Sheridan (Finance
	Jill Thomas (Commercial
	Richard Digard (Non-Executive
	Peter Shaefer (Non-Executive
	Mark Dunster (Non-Executive
	Paula Williams (Non-Executive
	(appointed 02 February 2021
Auditor:	Deloitte LLF
	Regency Cour
	Glategny Esplanade
	St Peter Por
	GUERNSE)
	GY1 3HV
Registered Office:	Envoy House
	Envoy House La Vrangue
	St Peter Por
	GUERNSE
	GY1 1AA
	GITTA
Company Number:	38693



CHAIRMAN'S STATEMENT



[I have been humbled to witness how deep the duty to serve our community runs through the organisation at a time when our services have never been more important to the people of the Bailiwick.

AN UNPRECEDENTED YEAR

I wish to start this report by expressing my sincere gratitude to the entire team at Guernsey Post Limited for their unwavering commitment during a period of unrelenting and unprecedented challenges posed by the COVID-19 pandemic. I have been humbled to witness how deep the duty to serve our community runs through the organisation at a time when our services have never been more important to the people of the Bailiwick.

As the COVID-19 pandemic unfolded, we took swift and decisive action, altering our patterns of working to safeguard the health and wellbeing of our employees and customers, in addition to being fully aligned with the directives issued by the Government and Public Health.

By establishing several satellite delivery sites across the Island, we ensured our teams continued to operate safely and in line with social distancing requirements. Having taken these measures, alongside the implementation of our remote working plan for our office staff, our core mail service provision remained fully operational. Indeed, many of these contingency measures have remained in place throughout the year and ensured a continued focus on safety during some difficult times, including the second lockdown.

Operational changes to our Retail opening times were also implemented to allow safe working for employees and which better reflected the changing demands of our customers during the year.

MAIL VOLUMES

Guernsey Post Limited has seen a trend of decline in traditional letter and large letter volumes in the preceding years; however, the arrival and impact of COVID-19 on the core operations of Guernsey Post Limited, its customer base and the postal industry more broadly was nothing short of unprecedented.

As the pandemic took hold and working from home arrangements began to be enforced in the Bailiwick, an acceleration of the core mail decline was evident as businesses adopted new communication methods. The rate of decline in traditional letter

volumes has been over 20% in the past year alone, which we expect for the most part is irreversible.

In contrast, however, parcel volumes saw significant increases as consumers shifted from physical store purchases to online orders in periods of lockdown, with increases of over 30% on the previous year, albeit from a smaller base.

During the challenging weeks of both lockdowns, we naturally worked hard so far as was permitted by the Public Health Department, with considerable success, to accommodate the needs of our major bulk mailing customers who were facing particular challenges of their own during this troubled time.

DIVERSIFICATION

A key focus of the Board remains the growth and diversification of revenue streams, and this has never been more important than in this financial year.

Guernsey Post Limited has embarked on several strategies in the year to compliment the strengths of the business, including being awarded the CI Lottery distribution business for Guernsey, a service which has now been successfully operational for over a year and one which compliments the core account management and delivery skills our business has been built upon.

In response to the global pandemic, many retailers quickly adapted their businesses to online and home delivery. Working in partnership with retailers, Guernsey Post Limited swiftly established IsleDeliver, a specialist delivery service, which employs a dedicated team offering timed delivery solutions. In addition to securing a number of local retailers, we are continuing to seek to grow and further diversify. As an example, sales within the chilled meal box market has proved very successful during the past year.

ACQUISITION

Our most notable element of diversification in the period was the acquisition of HR Air, a Channel Islands and UK based freight company. As a business we pride ourselves on embracing new opportunities and innovation, and the acquisition of a fully dedicated freight business with offices beyond our shores will offer many exciting opportunities to further strengthen and improve our service to the Island's population and business community.

The acquisition of HR Air also marks another significant milestone in Guernsey Post Limited's strategy to diversify its business. Guernsey Post Limited is no different to many postal authorities all over the world who are seeking to broaden revenue streams to offset the declines in existing markets and this acquisition will represent an opportunity for both companies to better address the future with confidence.

ENVIRONMENTAL AND COMMUNITY INITIATIVES

We are delighted to have been ranked first in the independent brand reputation survey for the third consecutive time, ahead of some noteworthy organisations. This award was particularly pleasing considering the assessment criteria of being regarded trustworthy, associated with good quality and recognition for making a positive contribution to the local community, all of which are attributes that are deeply engrained within our core values.

Our community focused approach continues to remain integral to us, and we have been pleased to support several initiatives again this year including our ongoing support for Alderney's local radio station, which is a not-for-profit organisation and fundraising efforts for Alderney's Football Club, both of which are important contributors to community life in Alderney.

We are also pleased to have been able to assist the St Peter Port Christmas Lights Charity for the fourth year running, with fundraising through our Door2Door service generating 50% of the target the charity needs to cover the cost of running the lights. The lights undoubtedly create a festive atmosphere and helps support the local retail sector with increased footfall.

This year, we have again worked closely with The Guernsey Literary Festival, St James' Concert Hall, the 76th Liberation Celebrations and the Saffery Rotary Walk.

We are also pleased to have been ranked first for 'caring about the environment' by the Independent Brand Reputation Survey, alongside which we are proud to be one of the founding members of The Guernsey Green Forum, which seeks to represent a wide variety of sectors who share a belief that business has a critical part to play in reaching the islands' environmental and sustainability goals.

DIVIDEND

In the context of the overall financial position of the business, combined with strong underlying operational performance, the Board is pleased to propose an ordinary dividend in respect of the year ended 31 March 2021 of £1.3m.

The Board also keeps under constant review the health of the Company's Balance Sheet in the context of our Universal Service Obligations, the inherent commercial risks within our industry and the future demands of our strategy. Such factors require that the Board seeks to maintain a disciplined capital investment policy and an appropriate level of liquidity. Subject to these necessary business disciplines, Guernsey Post Limited also wishes to fully play its part in supporting the States of Guernsey financially through its investment shareholding, particularly in the challenging times that are currently being faced

THE BOARD

I am pleased to welcome Paula Williams to the Board as a Non-Executive Director, bringing with her significant commercial, financial, corporate governance and regulatory expertise. With over 20 years' experience in business transformation roles based in London, Australia, New Zealand and Guernsey, Paula will bring a broad range of valued skills to the Board.

OUTLOOK

The outlook for the coming year is set to be challenging and difficult to forecast, with the full effects of the economic changes caused by the COVID-19 pandemic not yet known. With containment measures likely to continue to impact economic and customer activity in the short term and with businesses having now adjusted to the impact of lockdown restrictions by relying on alternative forms of communication, the accelerated decline of traditional mail volumes is not expected to be reversed even when we finally see a return to post pandemic normality.

Conversely, it is expected that parcel volumes will continue to see growth, albeit at more modest rates. With parcels now accounting for an ever-increasing portion of mail volumes handled, further investment in parcel automation has become a strategic priority for the business as an enabler to drive increased efficiency, build capacity for growth and to remain competitive in the light of continual pricing challenges.

Over the following year and beyond, the business will also see significant price increases levied on our contract with Royal Mail for mail conveyed to the UK and internationally, with the latter being as a result of wider reforms to the charging mechanisms applied by other countries. Despite our best efforts in keeping costs to our customers as low as possible, these impending contract changes will inevitably impact future tariff rates.

Considering these challenges, the Board remains committed to identifying and growing the other non-postal sectors of our business to further supplement our core activities. In this regard, the Board remains entrepreneurial and opportunistic in identifying further diversification opportunities that complement the core skill set of the Company, whilst not compromising Guernsey Post Limited's standing as a premier postal service, providing a best in class service to the community.

In concluding my report, I should advise that this report will also represent my last as Chairman and Non-Executive Director of Guernsey Post Limited. During my time as Non-Executive Director, the Company has faced many defining challenges, and I am extremely grateful to my fellow Directors and the entire employment team for their friendship, support and unwavering commitment to the Company and our customers alike during this time. In handing over my responsibilities to my future successor, I do so in the knowledge that the Board has a robust strategic plan in place and a clear understanding of the actions and initiatives that will be required over the coming years to ensure continued and sustainable success.

S J Milsted, *Chairman* 26 July 2021

Business Review for the Year

OUR RESULTS

Guernsey Post Limited is pleased to report an operating profit of £2.8m for the year ended 31 March 2021, which is an increase of £1.4m from the prior year operating profit performance.

CONSOLIDATED STATEMENT OF COMPREHENSIVE INCOME

Turnover for the year was £41.5m, an increase of £9.7m (31%) in the year. The Group recorded strong performance in all business areas, particularly bulk customer business and parcel revenues.

Expenditure for the year was £38.7m, an increase of £8.3m (27%) on the prior year.

Direct costs of £20.8m, associated with servicing revenues increased by £6.4m (44%) in the year, the increase being primarily attributable to contractual and conveyance costs.

Staff related expenditure for the year was £14.1m, an increase of £1.5m (12%). The number of reported full-time equivalent employees being 269.

Depreciation costs at £0.9m decreased slightly in the period. Amortisation of goodwill in the year related to the recent acquisition of Shoal Bay Holdings Limited and its subsidiary HR Air Ltd.

Profit on ordinary activities before Taxation for the year was £4.3m, an increase of £2.9m when compared to the prior year. This increase in profit before tax is partially (£1.6m) due to higher than anticipated investment returns on funds invested by the States Treasury on the Group's behalf, with the remainder of the growth in profitability (£1.4m) being attributable to strong business performance during the year.

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

The Group continues to operate profitably with a strong Balance Sheet and a healthy liquidity position. Shareholders' funds were £26.9m, an increase of £2.9m in the year, in part attributed to the acquisition of Shoal Bay Holdings Limited and its subsidiary HR Air Ltd.

At the year end, the Group reported a cash balance of £2.8m (2020: £5.7m), alongside separate short-term investment balances held with States Treasury of £8.3m (2020: £5.3m) and £5.2m (2020: £4.3m) of current assets, supported by a £14.9m (2020: £11.9m) fixed assets base

Reported current liabilities and provisions were £4.3m (2020: £3.2m).

CONSOLIDATED STATEMENT OF CASH FLOWS

The Group had net inward cash movements of £0.2m during the year (2020: cash outflow of £1.2m), with net cash generated from operations contributing £3.9m (2020: £0.4m) in the year.

The primary cash flow adjustments related to £1.4m paid out in dividends during the year (2020: £1.1m), £1.5m investment returns (2020: £45k investment loss) and costs relating to the acquisition of

Shoal Bay Holdings Limited and HR Air Ltd in March 2021 of £3.4m (2020: Nil).

Capital spend in the year was £0.6m (2020: £1.1m), the primary investment being £0.4m in the replacement of the vehicle fleet.



Guernsey Post Limited is pleased to report an operating profit of £2.8m for the year ended 31st March 2021

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OPERATIONAL SUMMARY

The total number of mail items handled during the year was approximately 50m, which was an increase of 10.6m items (27%) on the prior year. Notwithstanding growth in inward parcel volumes from the UK, Jersey and international destinations, total inward mail delivered was down 11% on prior year, impacted by the ongoing decline seen in inward letters volumes.

Total outward mail was up 50% on prior year, primarily because of an increase in outward bulk volumes during the year and unprecedented demand for over the counter retail postal services as a result of the impact of the pandemic on the postal preferences of our customers.

Quality of service performance results for the year have not met the set targets during the period, as a result of the unprecedented operational challenges faced by postal jurisdictions throughout the pandemic and associated lockdowns, including changes to the timing of mail arriving on island, as ports adjusted their operational hours, mail sorting operations being split over 5 sites to ensure safe working operations and, at times, a significant reduction in staff availability due to staff having to shield and take periods of self-isolation.





BOARD PROFILE



Simon Milsted CHAIRMAN

Before moving to Guernsey in 2010, Simon Milsted had a very active career in the UK in both the professional and commercial sectors. On qualification as a Chartered Accountant in 1982, Simon joined the corporate reconstruction department of Price Waterhouse's City of London office.

On leaving Price Waterhouse some 7 years later, Simon moved to the West Country and has since been engaged in a wide variety of commercial situations both in an advisory capacity and as principal. He has experience in many industry sectors including food, business travel, process outsourcing, financial services, insurance and logistics. He has also enjoyed a large and varied corporate finance experience over this time.

Throughout his career, Simon has sat on a number of representative bodies of his profession and Government sponsored support agencies. He now lends his experience to a number of Guernsey charity organisations and maintains a number of non-executive board roles on the island.

Since joining Guernsey Post in September 2009, Simon has sat on the Pension, Audit and Risk Committees and in September 2018 was invited to become chairman of the Group.



Boley Smillie
CHIEF EXECUTIVE

Born and raised in Guernsey, Boley Smillie joined Guernsey Post Limited in 1991 from his secondary education at La Mare de Carteret School. The subsequent years saw him gain a wide range of experience in different roles, rising through the ranks of the Company. Boley became Operations Director in 2007 and was appointed as an Executive Director in April 2010. In September 2010, Boley was promoted to the role of Chief Executive.

During his time as Chief Executive, Boley has successfully led the company though a number of significant challenges, ranging from the consequential impact of the abolition of low value consignment relief, to the restructuring of the business designed to maximise the growth opportunities in e-commerce. Boley has added to his hands-on experience by undertaking a number of professional qualifications in marketing, business and finance.

In 2021, Boley led negotiations on the acquisition of the freight and logistics business, HR Air Ltd, a significant milestone in Guernsey Post Limited's diversification strategy. Boley was subsequently appointed as a Director of the Company.

Boley is also the Non-Executive Chairman of Guernsey Mind, an advisor on the Guernsey Ports Board and is Deputy Industrial Disputes Officer.



Steve Sheridan FINANCE DIRECTOR

Steve Sheridan was born and educated in Nottingham before work opportunities brought him to Guernsey in 1993.

Steve has over 25 year's experience in accountancy and financial control roles, having held a number of senior positions within the insurance, fiduciary, banking and commercial sectors. On qualification as an Accountant in 2004, Steve joined a Channel Island based retail business as their Financial Controller and General Manager.

During his time in this role, he was successful in developing an effective management reporting structure helping to drive business performance and associated rationalisation and restructuring initiatives.

Steve also spent a number of years working for Credit

Suisse (Guernsey) Limited in a variety of financial accounting and project roles, one of which included being part of a project team tasked with the full deployment of its local financial accounting function to India. More latterly, Steve was employed within the Private Banking and Asset Management Division, where he held the position of Head of Financial Management for the Channel Islands.

Steve was appointed Finance Director with Guernsey Post Limited in early 2014 and holds the Institute of Directors Diploma in Company Direction.

Steve was appointed as a Director of HR Air Limited in March 2021.



Jill Thomas COMMERCIAL DIRECTOR

Jill grew up in the East Midlands, graduating from Aston University with a Combined Honours Degree in French and Business.

After leaving university, Jill worked for 12 years within various divisions of the Coats Viyella Group, both in the UK and Paris, primarily managing procurement and product development for the textile group.

Jill then moved to a corporate uniform company based in Oxfordshire, as their Head of Procurement in 2001. She was promoted to Procurement Director and, in 2005, took on the role of Managing Director which she held until she moved to Guernsey with her husband in 2009.

With more than 20 years' experience in commercial businesses, Jill joined Guernsey Post Limited in 2010, initially managing BATIF, Guernsey Post Limited's foreign exchange division. The following year, Jill took on responsibility for retail services and post office counters. Jill's remit was increased to include key customers and customer service in 2013 and she was appointed to the Board in July 2017.



Richard Digard

Richard Digard is a career journalist, editor and newspaper management specialist who has extensive experience at director level of running the Channel Islands' two daily newspapers plus other titles and digital publications.

Locally born and educated at Elizabeth College and Coventry University, Richard became the first news editor of the Guernsey Press and Star in 1987. He was appointed Marketing Manager at Sun Alliance International Life in 1994, where he ran its marketing division, serving teams in the UK, Europe, Africa, and the Far East.

He returned to the Guernsey Press and Star in 1997 and was appointed Editor in 2000. He subsequently joined the Board of the Guernsey Press Co. Ltd and then Guiton Publishing, a group board committee responsible for the strategic direction and performance of its two Channel Islands newspapers.

These experiences include a strong trading background with a hands-on approach to the challenges and opportunities created for established industries by new technology.

Since retirement in 2014, he has been a member of the Independent Review Panel appointed by the States to consider States Members' remuneration and served as a Member of the States Scrutiny Management Committee until early 2017. Richard is also a Non-Executive Director of a company acting as trustees of a Guernsey-based pension scheme and with delegated responsibilities for a Jersey-based scheme. He has also been a Douzenier of the Vale Parish since 2016.

BOARD PROFILE



Peter Shaefer NON-EXECUTIVE

Although born and raised in the North West of England, Peter has worked and lived in many countries including Holland, Switzerland, France and now Guernsey. He is a Member of the Chartered Institute of Public Finance and Accountancy and the Institute of Directors, and holds a degree in Geology with Industrial Management from the University of Liverpool. He currently holds a number of executive and non-executive positions including Director of La Perla Beauty UK Ltd (global beauty business) and is a non-executive Director of Guernsey Electricity Limited.

Peter has enjoyed a varied career, including:

* The global beauty company, Coty Inc, which he joined in 2000 and culminated in his appointment as Senior Vice President of Business Transformation in 2014 with responsibility for overseeing a companywide reorganisation and restructuring programme. His previous roles with Coty Inc included CFO Europe and

Asia and Senior Vice President, Business Development, with responsibility for Mergers & Acquisitions and accelerating international development;

- * Japan Tobacco International, undertaking a number of roles across the globe, including General Auditor and Senior Finance Director;
- * The oil industry, working in a variety of finance and audit roles;
- * The Audit Commission, where he qualified as a Chartered Accountant.

Peter's skills include managing strategic change and international development, project management, corporate governance and risk management, developing business and financial strategy and financial planning and analysis.



Mark Dunster NON-EXECUTIVE

Advocate Dunster is a partner at Carey Olsen specialising in litigation, compliance and financial regulatory matters. He undertakes a wide variety of commercial and civil litigation work and advises institutions on regulatory matters, including antimoney laundering, data protection, employment law, e-Gambling and renewable energy.

In 1994, Mark was called as a barrister and practised in London before returning to his native Guernsey, where he qualified as an advocate in 1997. He has been a partner at Carey Olsen since 2001 and became a Notary Public in 2006.

Mark acts as both an executive and non-executive director on a number of Guernsey (and non-Guernsey) companies in sectors as wide as trust and fiduciary services, electronic gaming, credit card payment processing, commercial real estate and investment holding.

Mark is the past Chairman of the Guernsey Association of Compliance Officers and the former Chairman of the Guernsey Bar Association.

Between 2004 and 2008, Mark was a member of Guernsey's Health and Social Services Department. He was formally Connétable of St Pierre du Bois and is now a Douzenier for that Parish.

Mark has a breadth of commercial experience with some very large and complex organisations. This experience includes reviews of corporate governance structures, developing strategy and evaluating the deployment of capital and resources between competing opportunities. He holds the Institute of Directors Chartered Director status.



Paula Williams NON-EXECUTIVE

Originally from New Zealand, Paula and her family moved to Guernsey in 2012. As an experienced Management Consultant, Paula has over 20 years of experience in business transformation in London, Australia, New Zealand and Guernsey. Paula has an MBA in Strategic Management from Henley Business School, the Institute of Directors Diploma in Company Direction and experience working with businesses to improve company performance.

Paula has been a Non-Executive Director for 5 years for the Channel Islands Co-operative Society and President for 18 months. As Managing Director for Island Consortium, Paula is actively involved in working with other businesses to meet their regulatory training requirements. In her spare time, Paula is also Chair of the Bailiwick of Guernsey Scout Association, which won the Queens Award for Voluntary Service in 2019.

Corporate Governance Report

COMPLIANCE

Guernsey Post Limited's corporate governance arrangements are based on the proportionate application of good practice principles in corporate governance, predominantly those contained within the UK Corporate Governance Code published in July 2018 ('the Code'), where relevant. Guernsey Post Limited is committed to the development of a sustainable and profitable business that benefits all stakeholders, which includes achieving the highest standards of corporate governance for our Shareholder, the States of Guernsey.

Guernsey Post Limited has signed a Memorandum of Understanding with the States' Trading Supervisory Board that sets out the rights, expectations and duties of both parties and includes the requirement to comply with best practice on corporate governance. Guernsey Post has continued to work on its corporate governance programme during financial year ended 31 March 2021, and the achievements are summarised in this report.

THE BOARD

DIRECTORS

The Board's role is to provide entrepreneurial leadership of the Group within a prudent and effective framework of risk management and internal control. The Board is responsible for setting and implementing strategy, allocating the necessary human and financial resources to meet the Group's objectives and monitoring the performance of management against those objectives. The Board is collectively accountable for the success of the Group, sets its values and standards and takes decisions objectively in the interests of the Group, its Shareholder and other stakeholders.

Non-Executive Directors help to develop and challenge the Group's strategy. They evaluate the performance of management and monitor the reporting of performance. They consider the integrity of financial information and the strength of financial controls and risk management systems. They oversee executive remuneration and play the main role in the appointment, removal and succession planning for Executive Directors.

Matters referred to the Board are governed by a scheme of delegated authorities that provides the framework for the decisions to be taken by the Board, those which must be

referred to our Shareholder and those which can be delegated to Committees of the Board, or senior management.

There were ten board meetings held during 2020/21. If a Board member cannot attend a meeting, he or she receives a copy of the agenda and the accompanying papers in advance of the meeting and is invited to comment on the matters to be discussed.

The names of the members of the Board Committees are set out on pages 12-13 (*16-18), together with details of their background. The Board Committees have authority to make decisions according to their terms of reference.

CHAIRMAN AND THE CHIEF EXECUTIVE

Guernsey Post Limited has a Non-Executive Chairman and a Chief Executive. There is a clear division of responsibility between these two positions. Simon Milsted, the Non-Executive Chairman, is responsible for the running of the Board and Boley Smillie, the Chief Executive, is responsible for the running of the Group's business.

Simon Milsted spends, on average, one day per week in his role as Chairman. He holds a number of other external Directorships, but the Board considers that his external Directorships do not make conflicting demands on his time as Chairman.

Richard Digard is the Senior Independent Director and is also available to talk to our Shareholder, if it has any issues or concerns.

BOARD BALANCE AND INDEPENDENCE

Throughout the year, the Group has had a balance of independent Non-Executive Directors on the Board, who ensure that no one person has disproportionate influence. All the Non-Executive Directors bring with them significant commercial experience from different industries, which ensures that there is an appropriate balance of skills on the Board.

There are currently five Non-Executive Directors and three Executive Directors on

APPOINTMENTS TO THE BOARD

Recommendations for appointments to the Board are the responsibility of the Nominations Committee. The appointment of Non-Executive Directors must be ratified by the States of Guernsey.

The Nominations Committee meets 1-2 times a year to consider the balance of the Board, job descriptions and objective criteria for Board appointments and succession

INFORMATION AND PROFESSIONAL DEVELOPMENT

For each scheduled Board meeting, the Chairman and the Company Secretary ensure that, during the week before the meeting, the Directors receive a copy of the agenda for the meeting, financial, strategic, and operating information and information on any other matter which is to be referred to the Board for consideration. The Directors also have access to the Company Secretary for any further information they require. In the months where there is no scheduled Board meeting, the Directors receive the prior month and cumulative Group financial and operating information.

All newly appointed Directors participate in an extensive internal induction programme that introduces the Director to the Group and includes visits to key stakeholders. The Company Secretary gives guidance on Board procedures and corporate governance.

The Company Secretary, who is appointed by the Board and is also the Finance Director and an Executive Director, is responsible for ensuring compliance with Board procedures. This includes recording any concerns relating to the running of the Group, or proposed actions arising therefrom, that are expressed by a Director in a Board meeting. The Company Secretary is also Secretary to the Remuneration and Nomination Committees. The Company Secretary is available to give ongoing advice to all Directors on Board procedures, corporate governance, and regulatory compliance.

CORPORATE GOVERNANCE REPORT

ATTENDANCE AT BOARD AND BOARD COMMITTEE MEETINGS

Attendance during the year for all Board and Board Committee meetings is given in the table below:

ATTENDANCE AT BOARD COMMITTEE MEETINGS (A)					
	Board	Audit and Risk Management Committee	Nominations Committee	Remuneration Committee	
Boley Smillie	10/10			•	
Steve Sheridan	9/10				
Simon Milsted	10/10				
Richard Digard	10/10	1/1			
Jill Thomas	9/10				
Peter Shaefer	10/10	1/1			
Mark Dunster	10/10		1/1	2/2	
Paula Williams	3/3				

(A) The first figure represents attendance and the second figure the possible number of meetings e.g. 9/10 represents attendance at 9 out of a possible 10 meetings. Where a Director stepped down from the Board, or a Board Committee, during the year, or was appointed during the year, only meetings before stepping down, or after the date of appointment, are shown.

During the transitional period from Non-Executive Directors retiring from the Board and their successors being appointed, if any sub-committee of the Board found itself inquorate, any decisions proposed by such sub-committees would be referred to the main Board meeting for ratification.

PERFORMANCE EVALUATION

The Board undergoes a regular evaluation of its performance. The evaluation consists of a confidential questionnaire, which is independently assessed and facilitated by different organisations, and a report is then submitted to the Board, followed by an open discussion facilitated by the Chairman.

ELECTION AND RE-ELECTION OF DIRECTORS

Guernsey Post Limited's Articles of Association state that a Non-Executive Director should be proposed for re-election if he, or she, has been appointed to the Board since the date of the last Annual General Meeting ('AGM'), or proposed for re-election, if he or she has held office for more than three years at the date of the notice convening the next AGM. The Board ensures that each Non-Executive Director submits himself, or herself, for re-election by the Shareholder at least every three years.

Non-Executive Directors serve the Group under letters of appointment, which are generally for an initial three-year term. Their appointment is also ratified by the States of Guernsey.

In accordance with the Articles of Association, Simon Milsted and Peter Shaefer are due to retire by rotation. Peter Shaefer, being eligible, has offered himself up for reelection at the forthcoming Annual General Meeting.

REMUNERATION

The Board recognises the importance of Executive Directors' remuneration in recruiting, retaining, and motivating the individuals concerned. Executive Directors' remuneration consists of basic salary, benefits in kind, bonus, and retirement benefits. Fees for the Chairman and Non-Executive Directors are determined by the States' Trading Supervisory Board.

The Remuneration Committee, which is chaired by Mark Dunster, consists of two Non-Executive Directors, and determines remuneration levels and specific packages appropriate for each Executive Director, taking into account the Group's annual salary negotiations. No Director is permitted to be present when his, or her, own remuneration is being discussed, or to vote on his, or her, own remuneration. The Remuneration Committee considers that the procedures in place provide a level of remuneration for the Directors, which is both appropriate for the individuals concerned and in the best interests of the Shareholder.

ACCOUNTABILITY AND AUDIT

FINANCIAL REPORTING

The intention of the Consolidated Annual Report is to provide a clear assessment of the performance and financial position of Guernsey Post Limited. The Group has a comprehensive system for reporting financial results to the Board. An annual

budget is prepared and presented to the Board for approval. During the year, monthly management accounts, including the Consolidated Statement of Financial Position, Consolidated Statement of Cash Flows and capital expenditure reporting, are prepared with a comparison against budget and prior year. Forecasts are revised half yearly in the light of this comparison and are also reviewed by the Board.

INTERNAL CONTROL AND RISK MANAGEMENT

All Directors are responsible for establishing and maintaining an effective system of internal control. Whilst all elements of risk cannot be eliminated, the system aims to identify, assess, prioritise and, where possible, mitigate the Group's risks. Although no system of internal control can provide absolute assurance against material misstatement or loss, the Group's systems are designed to provide the Board with reasonable assurance that assets are safeguarded, transactions are properly authorised and recorded and that material errors and irregularities are either prevented, or detected, within a timely period.

The Audit & Risk Management Committee has previously considered the need for an internal audit function and concluded that the financial position, size, and complexity of the Group could not justify the expense, which the Board ratified. The Board is happy to continue relying on the strength of the internal control environment through updates on risk management and internal control, health and safety reports, AML and CFT compliance, monthly management information and representations from the Executive Team. This approach is further complimented by external thirdparty assurance reviews where and when appropriate.

AUDIT & RISK MANAGEMENT COMMITTEE AND AUDITOR

The Board has delegated responsibility to the Audit & Risk Management Committee for reviewing an effective system of internal control and compliance, accurate external financial reporting, fulfilling its obligations under the law and the Code, and managing the Group's relationship with the Group's external auditor. The Committee members independent Non-Executive Directors. Peter Shaefer, who is a qualified accountant, is the Chairman of the Audit & Risk Management Committee and the Board is satisfied that Peter has recent and relevant financial experience to enable the duties of the Committee to be fully discharged. Richard Digard is the other member of the Audit & Risk Management Committee.

The Committee meets at least once a year with representatives of the Group's external auditor, and the Chief Executive and the Finance Director also attend the meetings.

AUDIT & RISK MANAGEMENT COMMITTEE REPORT

The Committee considers that it has acted in accordance with its term of reference, ensurina:

- · The independence, objectivity and effectiveness of external auditors.
- · The Group has appropriate controls and measures in place to mitigate against material risks to its business.
- The integrity of the financial statements. Reviewing significant financial reporting issues and judgements they contain.
- · Whistle blowing arrangements are in place.
- Going concern and viability of the Group.
- · Recommended distribution of profits appropriately reflects the solvency of the Group.

The Committee recommends that the Board approve the Group's financial statements for the 12 month period ended 31 March 2021, including the independent auditors report and unqualified opinion of Deloitte LLP to these financial statements.

SHAREHOLDER RELATIONS

The Board believes that good communication with the Shareholder is a priority. There have been regular quarterly meetings between the Chairman, Chief Executive and Finance Director of Guernsey Post Limited, and senior staff of the States' Trading Supervisory Board. The Group presents its strategic plan to our Shareholder for approval every year.

Following changes to the Constitution of the States of Deliberation, with effect from 1 May 2016, the role of Shareholder representative passed to the States' Trading Supervisory Board.

The Chairman and Senior Independent Director are available to meet with our Shareholder should there be unresolved matters that our Shareholder believes should be brought to its attention. The Executive Team and the Non-Executive Directors meet with our Shareholder at the Annual General Meeting ('AGM').

The date of the AGM is agreed with our Shareholder and notice of ten working days is given. The AGM is chaired by Guernsey Post Limited, with presentations made by the Executive Team to facilitate awareness of the Group's activities and its financial performance. Our Shareholder is given the opportunity to ask questions of the Board and the Chairman of each Board committee during the AGM.

COMMITTEES OF THE BOARD AND MAIN TERMS OF REFERENCE

In addition to regular scheduled Board meetings, the Group operates through various Board Committees, of which the membership and main terms of reference are set out below (except the Audit & Risk Management Committee, which is outlined above).

Mark Dunster is the Chairman of the Nominations Committee, supported by Paula Williams, with effect from her appointment to the Board in February 2021. The main terms of reference of this Committee are to regularly review the structure, size, and composition of the Board and to make recommendations on the role and nomination of Directors for appointment to the Board, Board Committees and as holders of any executive office, as well as ensuring that appropriate succession plans are in place for the Board and the Executive Team. When considering future Board appointments, the Nominations Committee pays due regard to issues of diversity, including gender. The Committee met once in 2020/21 and only Mark Dunster of the Committee was present at this meeting and any decisions requiring ratification in such circumstances were taken to a full Board meeting.

Mark Dunster is also the Chairman of the Remuneration Committee, supported by Paula Williams, with effect from her appointment to the Board in February 2021. The main terms of reference of this Committee are to determine and agree with the Board the remuneration policy for the Group's Executive Team, to approve the design of, and determine targets for, any performance related pay schemes operated by the Group and to determine the policy for. and scope of, pension arrangements for each Executive Director. The Committee met twice in 2020/21 and only Mark Dunster of the Committee was present and any decisions requiring ratification in such circumstances were taken to a full Board meeting.

DIRECTORS' REPORT

DIRECTORS' REPORT

The Directors present their consolidated annual report, together with the financial statements, for the year ended 31 March 2021.

PRINCIPAL ACTIVITIES

The Group's principal activities are the provision of a postal service for the Bailiwick of Guernsey through a postal network and retail counter operation in accordance with the license awarded to it by the Guernsey Competition and Regulatory Authority ('GCRA') and the marketing of its postage stamps and other philatelic products to stamp collectors worldwide.

Through the acquisition of Shoal Bay Holdings Limited and HR Air Ltd in the year, the Group also expanded its principal activities to cover freight and courier services between Guernsey, Jersey and the UK, as well as warehousing and distribution services.

SIGNIFICANT EVENTS

On 11 March 2020, the World Health Organisation ('WHO') declared COVID-19, the disease caused by novel coronavirus, a global pandemic.

As case numbers rose in the Bailiwick of Guernsey, the islands were placed under lockdown twice in the period – firstly in March 2020 and again in January 2021, severely impacting both Guernsey Post Limited, and the majority of its customers.

The States of Guernsey reviewed working arrangements for locally based businesses and classified Guernsey Post Limited as an essential business, which was permitted to remain open. To enable this to be done in a safe and secure manner, modifications to standard operations were swiftly implemented, including:-

- Entering into short term leases on four properties to allow the postal operation to be split geographically across the island, thereby allowing postal workers to operate safely in line with Public Health guidelines;
- Shifting to a working from home arrangement for all non-essential members of staff:
- Reduction in operational hours for retail stores:
- Closure of BATIF, the Group's foreign currency bureau; and
- Cancellation of some 'non-core' services, including the distribution of lottery tickets and the circularisation of 'Door 2 Door' advertising flyers.

By taking these measures, Guernsey Post Limited was able to maintain substantially all of its core services throughout periods of restricted movement. The effect COVID-19 had on these core services was mixed, with both positive and negative changes experienced across our service lines.

The impact on traditional mail volumes, in

particular, was pronounced, with significant acceleration in letter volume declines. To offset this, parcel and packet volumes grew significantly in the year, reflecting the change in consumer habits as more customers were forced to source goods online during periods of lockdown.

Notwithstanding the impact on core mail volumes caused by COVID-19, Guernsey Post Limited has continued in its pursuit of growth and diversification opportunities central to Guernsey Post Limited's core competencies. Within the period, Guernsey Post Limited established two new service offerings as part of this initiative: –

- IsleDeliver a local delivery service primarily fulfilling groceries and perishable items for retailers within the Bailiwick of Guernsey; and
- Channel Island Lottery Distribution storage and distribution of lottery tickets to local retailers on behalf of the States of Guernsey.

Furthermore, on 19 March 2021, Guernsey Post Limited acquired 100% ownership of the Channel Islands and UK based freight company, HR Air Ltd and its holding company, Shoal Bay Holdings Limited. The company has operations based in Guernsey, Jersey and the United Kingdom (Heathrow) providing services to global freight and logistics companies, including air and sea freight, consignment collection services and distribution and delivery services.

Both Guernsey Post Limited and HR Air operate independently; however, the financial results of HR Air from the date of acquisition are included in this report.

RESULTS

The results for the year are shown in the Consolidated Statement of Comprehensive Income on page 18 (*25).

DIVIDEND

The Directors recommend a dividend of £1.3m based upon the profits for the year ended 31 March 2021 (2020: £444k, excluding special dividend of £1m).

FIXED ASSETS

Fixed asset movements for the year are disclosed in note 6 to the financial statements.

DIRECTORS

The Directors of the Group, who served throughout the year and at the date of this report, were as follows:

Simon Milsted Boley Smillie Steve Sheridan Jill Thomas Richard Digard Peter Shaefer Mark Dunster

Paula Williams (appointed 02 February 2021)

No Director has an interest, either beneficially or non beneficially, in any shares of the Group (2020: no interest beneficially, or non beneficially).

In accordance with the Articles of Association, Simon Milsted and Peter Shaefer are due to retire by rotation. Peter Shaefer, being eligible, has offered himself up for reelection at the forthcoming Annual General Meeting.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the annual report and the financial statements in accordance with applicable law and regulations.

The Companies (Guernsey) Law, 2008 requires the Directors to prepare financial statements for each financial year. Under that law, the Directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under Company Law, the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and of the profit or loss of the Group for that period. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group will continue in business.

The Directors are responsible for keeping proper accounting records that are sufficient to show and explain the Group's transactions and disclose, with reasonable accuracy at any time, the financial position of the Group and enable them to ensure that the financial statements comply with the Companies (Guernsey) Law, 2008. They are also responsible for safeguarding the assets of the Group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the Group's website. Legislation in Guernsey governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

14 DIRECTORS' REPORT

DISCLOSURE OF INFORMATION TO **AUDITORS**

The Directors who held office at the date of approval of this Directors' Report confirm that, so far as they are each aware, there is no relevant information of which the Group's auditors are unaware; and each Director has taken all the steps that he ought to have taken as a Director to make himself, or herself, aware of any relevant audit information and to establish that the Group's auditors are aware of that information.

AUDITORS

Deloitte have expressed their willingness to continue in office as auditors and a resolution to reappoint them will be proposed at the forthcoming Annual General Meeting.

B Smillie

S J Milsted

Chief Executive Chairman

INDEPENDENT AUDITOR'S REPORT

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF GUERNSEY POST LIMITED

Report on the audit of the consolidated financial statements

OPINION

In our opinion the consolidated financial statements of Guernsey Post Limited and its subsidiaries (the group'):

- give a true and fair view of the state of the group's affairs as at 31 March 2021 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"; and
- have been prepared in accordance with the requirements of the Companies (Guernsey) Law. 2008.

We have audited the consolidated financial statements which comprise:

- the consolidated profit and loss account and other comprehensive income;
- the consolidated balance sheet;
- the consolidated statement of changes in equity;
- the consolidated cash flow statement; and
- the related notes 1 to 16.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report.

We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the Financial Reporting Council's (the 'FRC's') Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

CONCLUSIONS RELATING TO GOING CONCERN

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

OTHER INFORMATION

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The directors are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

RESPONSIBILITIES OF DIRECTORS

As explained more fully in the directors' responsibilities statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the group's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the

directors either intend to liquidate the group or to cease operations, or have no realistic alternative but to do so

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: www.frc.org. uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

We considered the nature of the group's industry and its control environment, and reviewed the group's documentation of their policies and procedures relating to fraud and compliance with laws and regulations. We also enquired of management about their own identification and assessment of the risks of irregularities.

We obtained an understanding of the legal and regulatory framework that the group operates in, and identified the key laws and regulations that:

- had a direct effect on the determination of material amounts and disclosures in the financial statements. These included the Companies (Guernsey) Law, 2008 and relevant tax legislation; and
- do not have a direct effect on the financial statements but compliance with which may be fundamental to the group's ability to operate or to avoid a material penalty.

We discussed among the audit engagement team regarding the opportunities and incentives that may exist within the

16 INDEPENDENT AUDITOR'S REPORT

organisation for fraud and how and where fraud might occur in the financial statements.

As a result of performing the above, we identified the greatest potential for fraud in the revenue recognition of Bulk and Southbound customers, and our specific procedures performed to address it included are described below:

- assessing the design and implementation of key controls identified around bulk revenue and southbound revenue process;
- obtaining independent third-party confirmation from Royal Mail (with respect to southbound revenue) and a sample of the largest bulk customers;
- agreeing revenue to invoices and bank statements on sample basis for the remaining bulk population;
- inspecting a sample of receipts as per the bank statements and tracing these to supporting documentation and the general ledger for the remaining bulk population to ensure that revenue recorded is complete; and
- obtaining a month-on-month breakdown of southbound and bulk revenue streams and undertaking graphical analysis to analyse the trends to ensure they are in line with our expectations and understanding of the business.

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override. In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments; assessed whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluated the business rationale of any significant transactions that are unusual or outside the normal course of business.

In addition to the above, our procedures to respond to the risks identified included the following:

- reviewing financial statement disclosures by testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- enquiring of management concerning actual and potential litigation and claims and instances of non-compliance with laws and regulations; and
- reading minutes of meetings of those charged with governance.

REPORT ON OTHER LEGAL AND REGULATORY REOUIREMENTS

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

Under the Companies (Guernsey) Law, 2008 we are required to report in respect of the following matters if, in our opinion:

- proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

We have nothing to report in respect of these matters.

USE OF OUR REPORT

This report is made solely to the group's members, as a body, in accordance with Section 262 of the Companies (Guernsey) Law, 2008. Our audit work has been undertaken so that we might state to the group's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the group and the group's members as a body, for our audit work, for this report, or for the opinions we have formed.

Deloitte LLP, St Peter Port, Guernsey 2 August 2021

CONSOLIDATED STATEMENT OF COMPREHENSIVE INCOME

For the year ended 31 March 2021

Tor the year chaca 31 March 2021		31 March Consolidated 2021	31 March Company only 2020
	Notes	£′000	£′000
Turnover	1	41,494	31,765
Expenses	2	(38,707)	(30,382)
Operating Profit		2,787	1,383
Other income / (losses)			
Investment returns / (losses)		1,522	(45)
Interest income		-	5
Rental income		97	122
Revaluation of Investment Property	7	(100)	(15)
Profit on ordinary activities before taxation		4,306	1,450
Tax credit on profit on ordinary activities	3	31	31
Profit for the financial year		4,337	1,481

All activities are derived from continuing operations

The notes on pages 22 to 32 (*29 to 45) form an integral part of these financial statements

^{*} These page numbers refer to the original Financial Statements document approved by the auditors.

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

At 31 March 2021			
		31 March	31 March
		2021	2020
		Consolidated	Company Only
	Notes	£′000	£′000
Non-current assets			
Tangible fixed assets	6	10,358	10,706
Goodwill	5	3,396	
Investment property	7	860	960
Debtors greater than one year - Deferred tax	9	240	209
		14,854	11,875
Current assets			
Cash at bank and in hand	1	2,843	5,717
Balances with States Treasury	10,14	8,338	5,259
Debtors	8	4,907	4,133
Stock		263	213
		16,351	15,322
Creditors: Amounts falling due within one year	11	(4,343)	(3,228
Net current assets		12,008	12,094
Total assets less current liabilities		26,862	23,969
Provisions greater than one year	15	-	
Net assets		26,862	23,969
Capital and reserves			
Shareholders' capital	12	7,886	7,886
Retained earnings		18,976	16,083
		26,862	23,969

The consolidated financial statements were approved by the Board of Directors and authorised for issue on 26 July 2021. They were signed on its behalf by:

B Smillie **Chief Executive** S J Milsted Chairman

The notes on pages 22 to 32 (*29 to 45) form an integral part of these financial statements.

^{*} These page numbers refer to the original Financial Statements document approved by the auditors.

CONSOLIDATED STATEMENT OF CHANGES IN EQUITY

For the year ended 31 March 2021

	Shareholder's Capital	Retained Earnings	Total Equity
	£,000	£′000	£′000
Balance at 1 April 2019	7,886	15,662	23,548
Profit for the financial year	-	1,481	1,481
Dividends	-	(1,060)	(1,060)
Total contributions by and distributions to owners	-	1,060	1,060
Balance at 31 March 2020	7,886	16,083	23,969
Balance at 1 April 2020	7,886	16,083	23,969
Profit for the financial year	-	4,337	4,337
Dividends	-	(1,444)	(1,444)
Total contributions by and distributions to owners	-	(1,444)	(1,444)
Balance at 31 March 2021	7,886	18,976	26,862

The notes on pages 22 to 32 (*29 to 45) form an integral part of these financial statements.

^{*} These page numbers refer to the original Financial Statements document approved by the auditors.

CONSOLID	ATED STATEMENT OF CASH FLOWS
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For the year end	ded 31 Marc	ch 2021
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For the year ended 31 March 2021					
,			2021		2020
			Consolidated	Comp	any Only
	Notes		£′000		£′000
Operating activities					
Profit or loss for the financial year			4,337		1,481
Adjustments for:					
Depreciation and amortisation			932		963
Profit on sale of tangible fixed assets			(13)		(72
Rental income			(97)		(122
Interest and similar (income) / expense			(1,522)		40
Revaluation of investment property			100		15
Taxation			(31)		(31
(Increase) in stocks			(50)		(10
(Increase) in debtors			(388)		(531)
increase / (decrease) in creditors			620		(1,323)
					(.,525
Net cash generated from operations			3,888		410
Interest received		-		5	
Rent received		97		122	
Tax received / (paid)		31		154	
Net cash inflow from operating activities			4,016		691
Investing activities					
Purchase of tangible fixed assets		(619)		(1,118)	
Investment return / (loss)		1,522		(45)	
Acquisition of Subsidiary		(3,432)		-	
Proceeds from sale of tangible fixed assets		162		301	
Net cash outflow from investing activities			(2,367)		(862
Cash flows from financing activities					
Dividend paid	4	(1,444)		(1,060)	
Net cash outflow from financing activities			(1,444)		(1,060)
Net increase / (decrease) in cash and cash equivalents			205		(1,231)
Increase / (decrease) in cash balances			205		(1,231
Cash and cash equivalents at 1 April			10,976		12,207
Cash at bank and investments held as at 31 March 2021			11,181		10,976
Represented by:					
Balances with States Treasury			8,338		5,259
Cash			2,843		5,717

The notes on pages 22 to 32 (*29 to 45) form an integral part of these financial statements.

1. Significant accounting policies

Reporting entity

Guernsey Post Limited (the "Company") commenced trading on 1 October 2001 and is registered in Guernsey. The Company's registered address is Envoy House, La Vrangue, St Peter Port, Guernsey, GY1 1AA. The Company is governed by the provision of the Companies (Guernsey) Law, 2008. The principal activity of the Company is the provision of Postal Services throughout the Bailiwick.

Basis of consolidation

On 19 March 2021, Guernsey Post Limited acquired 100% of the ordinary share capital of Shoal Bay Holdings Limited and its subsidiary HR Air Ltd. ("the Subsidiaries" and all together "the Group").

These Group financial statements consolidate the financial statements of the Company and the Subsidiaries up to 31 March 2021. The results of the Subsidiaries acquired are consolidated for the periods from, or to the date, on which control passed to Guernsey Post Limited.

Where necessary adjustments are made to the financial statements of the Subsidiaries to bring them in line with the policies used by Guernsey Post Limited, all intra-group transactions, balances, income and expenses are eliminated on consolidation.

Basis of accounting

The financial statements give a true and fair view, comply with the Companies (Guernsey) Law, 2008 and were prepared in compliance with the UK Accounting Standards, including FRS 102-The Financial Reporting Standard applicable in the UK and Ireland. The presentation currency of these financial statements is sterling. All amounts in the financial statements have been rounded to the nearest £1,000 unless otherwise stated.

Going Concern

These financial statements are prepared on a going concern basis.

After making enquiries and reviewing the Group's forecasts and projections, taking account of reasonably possible changes in trading performance in light of current economic conditions, the UK's withdrawal from the EU and the impact of COVID-19, which all may have an impact on the volume of mail handled by the Group, the Directors have a reasonable expectation that the Group has adequate resources to continue in operational existence for the foreseeable future.

The Group, therefore, continues to adopt the going concern basis in preparing its financial statements.

Use of judgements and estimates

In preparing these financial statements, management has made judgements, estimates and assumptions that affect the application of the Group's accounting policies and the reported amount of assets, liabilities, income and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to estimates are recognised prospectively.

a. Judgements

Information about judgements made in applying accounting policies that have the most significant effects on the amounts recognised in the financial statements is included in the following notes:-

- Note 1 - Business combinations - Basis for determining the value and recoverability of goodwill, amortisation period and the basis

for consolidation

- Note 3 Taxation Basis for determining classification of regulated and non regulated profits
- Note 15 Provisions dilapidations

b. Assumptions and estimation uncertainties

Information about assumptions and estimation uncertainties that have a significant risk of resulting in a material adjustment to amounts reported in the financial statements for the year ended 31 March 2021 is included in the following notes:-

- Note 1 Tangible Fixed Assets determination of useful economic life of fixed assets
- Note 1 Business combinations determination of the amortisation period of goodwill
- Note 7 Investment Property determination of fair value of investment property
- Note 9 Deferred Tax recognition of deferred tax assets:
 availability of future taxable profit against which tax losses carried forward can be used

Basis of measurement

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain assets.

The Group has consistently applied the following accounting policies to all periods presented in these financial statements.

Turnover

Sales of stamps are accounted for on a receipt of funds basis and no provision is made for postal services expected to be provided for stamps in circulation, as the Directors deem this to be immaterial. All other income from goods and services supplied are accounted for on an accruals basis.

Other income

Rental income is recognised on a straight line basis over the term of the lease. Interest and investment income is recognised in the Consolidated Statement of Comprehensive Income on an accruals basis.

Expenses

Postal operations expenses are charged as incurred. No provision is made for any charges which may be incurred in handling, or delivering, mail in respect of stamps sold but unused at the Balance Sheet date.

Taxation

Income tax expense computations are based on the jurisdictions in which profits were earned at the prevailing rates of tax in the respective jurisdictions. The majority of the Group's profits are reported by Guernsey Post Limited (the "Company").

The Company, as a Guernsey Utility Company regulated by the Guernsey Competition and Regulatory Authority ('GCRA'), is subject to the higher rate of income tax of 20% on its regulated income and 0% on its non-regulated income. The basis of assessment to Guernsey tax continues to be on an actual current year basis. Income from Guernsey land is also subject to the higher rate of income tax of 20%.

1. Significant accounting policies - continued

Deferred Taxation

Provision for deferred taxation is made in full on timing differences which result in an obligation at the Balance Sheet date to pay tax at a future date, at rates expected to apply when they crystallise based on current tax rates and laws. Deferred tax assets are only recognised to the extent that it is regarded as more likely than not that they will be recovered. Deferred tax assets and liabilities are not discounted.

Dividends

Dividends paid are recognised when the obligation to pay has been established and once approved by the Board.

De-recognition of assets

Non-financial assets are removed from the Balance Sheet, either on disposal, or when they are withdrawn from use and no future economic benefits are expected from their use. In this event, any carrying amount is written off to the Consolidated Statement of Comprehensive Income.

Provisions

Provisions are recognised when the Group has a present legal or constructive obligation as a result of past events, where it is more likely than not that an outflow of resources will be required to settle the obligations and the amount has been readily estimated. Changes in the estimated timing or amount of the expenditure are recognised in the Consolidated Statement of Comprehensive Income when the changes arise.

Impairment of non-financial assets

At each reporting date, non-financial assets are reviewed to determine whether there is any indication that those assets have suffered an impairment loss. In the event that there is an indication of possible impairment, the recoverable amount of any affected asset is estimated and compared with its carrying amount. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in the Consolidated Statement of Comprehensive Income.

If an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but not in excess of the amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately in the Consolidated Statement of Comprehensive Income.

Stock

The cost of definitive stamps, including the non-value indicator self-stick range, is written off over the expected sales life of each type of stamp, which is unlikely to exceed three years. The costs of commemorative stamps, which are only available for one year, are fully written off in the year of issue.

Other stocks are valued at the lower of cost and net realisable value.

Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation and any impairment losses. Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost of each asset on a straight-line basis over its expected useful economic life. A full year's depreciation is charged in the year of acquisition, whilst none is charged in the year of disposal.

There are periodic reviews of fixed assets and any adjustments required will be recognised in the Consolidated Statement of Comprehensive Income, as and when identified.

	Estimated useful life in years	Depreciation %per annum
Freehold Land	N/A	Nil
Buildings	8 - 50	2 - 12.5
Plant and Equipment	15	6.67
Furniture & Fittings	3 -13	7.7 - 33.3
Postal Machinery	8 -15	6.67 - 12.5
Motor Vehicles	5 - 10	10 - 20

Goodwill

Goodwill recognised represents the excess of the fair value and directly attributable costs of the purchase consideration over the fair values to the Company's interest in the identifiable net assets, liabilities and contingent liabilities acquired.

Goodwill is amortised over its expected useful life. Where the Company is unable to make a reliable estimate of useful life, goodwill is amortised over a period not exceeding 10 years. Goodwill is assessed for impairment when there are indicators of impairment and any impairment is recognised in impairment of intangible fixed assets in the Consolidated Statement of Comprehensive Income. Reversals of impairment are recognised when the reasons for the impairment no longer apply.

Amortisation

Goodwill was acquired as part of the acquisition of Shoal Bay Holdings Limited on the 19 March 2021 (see note on business combinations for more information). Amortisation is being applied on a straight line basis of 10 years.

1. Significant accounting policies - continued

Basic Financial Instruments

Cash at bank and in hand comprises cash balances, call deposits and short term investments held with the States of Guernsey Treasury.

Debtors are initially recognised at transaction price less attributable transaction costs. Doubtful debts are recognised when collection of the full amount is no longer probable, with the amount of the expected loss recognised in the Consolidated Statement of Comprehensive Income. These are monitored on an ongoing basis.

Creditors are initially recognised at transaction price. Debtors and creditors due within one year continue to be measured after their initial recognition at the undiscounted amount of cash or other consideration expected to be paid or received.

Foreign currency

Foreign currency held in any bank account is translated at the exchange rate prevailing at the Balance Sheet date. In the event of any gains or losses arising, these are taken to the Consolidated Statement of Comprehensive Income at the time of translation. All foreign trading transactions are translated into sterling using the prevailing rate on the date of the transaction.

Pension costs

From 1 August 2016, Guernsey Post Limited has an established defined contribution pension scheme, for which all eligible staff are required to join. Both Guernsey Post Limited and its employees pay contributions into this independently administered fund. The cost of providing these benefits is recognised within the Consolidated Statement of Comprehensive Income, and comprise both the amount of contributions payable to the scheme and associated scheme administration costs for the year.

Investment property

Investment property is initially measured at cost and subsequently at fair value with any change therein recognised in the Consolidated Statement of Comprehensive Income.

Business combinations

Acquisitions of subsidiaries and businesses are accounted for using the purchase method. The cost of the business combination is measured at the aggregate of the fair values (at the date of exchange) of assets given, liabilities incurred or assumed, and equity instruments issued by the group in exchange for control of the acquiree plus costs directly attributable to the business combination.

Any excess of the cost of the business combination over the acquirer's interest in the net fair value of the identifiable assets and liabilities is recognised as goodwill. If the net fair value of the identifiable assets and liabilities exceeds the cost of the business combination, the excess is recognised separately on the face of the consolidated statement of financial position immediately below goodwill.

On 19 March 2021, Guernsey Post Limited acquired 100% of the ordinary share capital of Shoal Bay Holdings Limited for a total consideration of £4.9m paid in cash, £0.25m of which being deferred until September 2021

Shoal Bay Holdings Limited (Incorporated in Jersey) acts as a holding Company to HR Air Ltd (incorporated in Jersey), owning 100% of the ordinary share capital of HR Air Ltd.

The principal activity of HR Air Ltd. is to provide courier, freight, warehousing and distribution services from sites in Guernsey, Jersey and the UK.

HR Air Ltd. provides complimentary services to Guernsey Post Limited and is a well established business with strong customer relations, an experienced workforce and the acquisition provides the opportunity to establish synergies and economies of scale through the business combination.

The business combination has resulted in the recognition of Goodwill of £3,425,000. The following table summarises the consideration transferred and the amounts for assets and liabilities recognised after the business combination:

Consideration	£′000
Cash	4,946
Amounts for assets and liabilities recognised	
Tangible fixed assets	85
Trade and other receivables	417
Cash and cash equivalents	1,264
Trade and other creditors	(245)
Total identifiable net assets	1,521
Goodwill	3,425

2. Expenses

	31 March 2021 £'000	31 March 2020 £′000
Direct costs	20,807	14,372
Staff costs	12,713	11,314
Directors' remuneration	855	712
Other staff expenditure	556	540
Support costs	2,648	2,379
Operating Lease payments	196	102
Depreciation	903	963
Amortisation of goodwill	29	-
Total	38,707	30,382

Pension scheme payments made into the defined contribution scheme, included within the staff costs heading, were £1,140k (2020: £1,117k)

Average full time equivalent employee numbers for the period were as follows:

	31 March 2021	31 March 2020
Operational staff, including postal workers,		
post office counter staff and philatelic production staff	184	179
All other staff	85	55
Total	269	234

3. Taxation		31 March	31 March
		2021	2020
	Note	£′000	£′000
Current year tax		-	-
Prior year tax			-
Deferred tax credit for the year	9	(31)	(31)
Total		(31)	(31)

Guernsey Post Limited, as a Guernsey Utility Company regulated by the Guernsey Competition and Regulatory Authority ('GCRA'), is subject to the higher rate of income tax of 20% on its regulated income and 0% on its non regulated income. The basis of assessment to Guernsey tax continues to be on actual current year basis.

Income from Guernsey land is also subject to the higher rate of income tax of 20%

The actual tax credit differs from the expected tax charge computed by applying the higher rate of Guernsey income tax of 20% as follows:

	31 March	31 March
	2020 £′000	2019 £′000
	ž 000	£ 000
Profit on ordinary activities before taxation	4,306	1,450
Tax at 20%	861	290
Effects of adjusting items:		
Timing differences	36	41
Disallowed items	23	(10)
Rate differences on current tax	(1,189)	(410)
Non-utilised losses	269	89
Current tax credit		
Deferred tax - timing differences	(31)	(31)
Profit and loss taxation credit	(31)	(31)

4. Dividends on equity shares

Amounts recognised as distribution to equity holders in the period:

	31 March	31 March
	2021	2020
	£′000	£′000
Final dividend of 18.3p per share paid in this financial year in respect		
of the year ended 31 March 2020	1,444	1,060

(Final dividend paid last year in respect of the year ended 31 March 2019: 13.4p per share).

The Board is proposing a final dividend of £1.3m in respect of the year ended 31 March 2021. (2020: £444k) excluding special dividend of £1m).

5. Goodwill

	Goodwill	Total
	£′000	£′000
Cost		
As at 1 April 2020	-	-
Acquisitions through business combinations	3,425	3,425
As at 31 March 2021	3,425	3,425
As at 1 April 2020 Amortisation charge for the year	- (29)	- (29)
As at 31 March 2021	(29)	(29)
Carrying amount		
As at 31 March 2020	-	-
As at 31 March 2021	3,396	3,396

The goodwill was recognized as part of the acquisition of Shoal Bay Holdings Limited on 19 March 2021, as detailed in Note 1 - Business Combinations.

6. Tangible fixed assets

			DI . 0	Б	F 0	
	Motor Vehicles	Land & Buildings	Plant & Equipment	Postal Machinery	Furniture & Fittings	Total
		£'000	£'000	· · · · · · · · · · · · · · · · · · ·	£′000	
	£′000			£′000		£′000
Opening cost as at 1 April 2020	2,095	12,018	2,662	2,295	2,360	21,430
Opening accumulated						
depreciation as at 1 April 2020	(1,053)	(3,553)	(2,662)	(1,646)	(1,810)	(10,724)
Opening Carrying						
amount as at 1 April 2020	1,042	8,465	-	649	550	10,706
Additions	465	5	_	23	126	619
Assets acquired in business combinations	52	-	-	-	33	85
Depreciation	(319)	(210)	-	(184)	(190)	(903)
Disposals - Cost	(264)	-	-	-	-	(264)
Disposals - Accumulated Depreciation	115	-	-	-	-	115
Closing carrying						
amount as at 31 March 2021	1,091	8,260	-	488	519	10,358
Represented by:						
Closing cost as at 31 March 2021	2,663	12,023	2,662	2,318	2,594	22,260
Closing accumulated						
depreciation as at 31 March 2021	(1,572)	(3,763)	(2,662)	(1,830)	(2,075)	(11,902)
	1,091	8,260	-	488	519	10,358

Freehold land with a cost of £2,505,000 (2020: £2,505,000) is not depreciated.

7. Investment property

, and the second property	Market Value 31 March 2021	Market Value 31 March 2020
Reconciliation of carrying amount	£′000	£′000
Balance at 1 April	960	975
Change in fair value	(100)	(15)
Balance at 31 March	860	960

Investment property comprises a single property, which is leased to tenants, comprising part residential and part commercial occupancy. Leases for the residential tenants are reviewed annually, whereas the commercial tenant is subject to a 20 year lease with triennial reviews.

Changes in fair value are recognised as gains/losses in the Consolidated Statement of Comprehensive Income within 'Other Income / (Losses)'. All gains or losses are unrealised.

The fair value of the investment property was determined by an external independent property valuer with recognised professional qualifications and recent experience in the location and category of the property being valued on 31 March 2021. The valuation was undertaken by Wing Lai, MRICS, and Joanna Watts, MRICS, from Watts Property Consultants Limited.

8. Debtors

	31 March 2021	31 March 2020
	£′000	£′000
Trade debtors	4,443	3,710
Other debtors	14	11
Prepayment and accrued income	314	276
Tax debtors	136	136
	4,907	4,133

9. Deferred Tax

	Deferred taxation - Accelerated Capital Allowances	Total
	£′000	£′000
At 1 April 2020	209	209
Credit to profit and loss account	31	31
At 31 March 2021	240	240

Deferred tax in the financial statements is measured at the actual tax rates that are expected to apply to the income in the periods in which the timing differences are expected to reverse. As a Guernsey Utility Company regulated by GCRA, Guernsey Post Limited is subject to tax at 20% on its regulated income and 0% on its non-regulated income. Income from Guernsey land is also subject to the higher rate of income tax of 20%

10. Balance with States Treasury

The Treasury Department of the States of Guernsey is engaged to invest the Group's liquid funds in excess of its daily requirements and uses a broad range of investments in which to do so. The investment fund retains a proportion of liquid assets which are made available on call. Variable returns are allocated to the fund dependent upon investment performance.

11. Creditors 31 March	2021	31 March 2020
£	'000	£′000
Amounts falling due within one year		
Trade creditors 1	,499	1,405
Other creditors 1	,057	691
Provisions (See Note 15)	299	137
Accruals and deferred income 1	,474	960
Rental income paid in advance	14	35
4	,343	3,228

Of the £1,499k of Trade Creditors, £790k is owed to Royal Mail as part of our ongoing contractual arrangements with them (2020: £1,034k)

12 . Shareholder's capital	31 March 2021 £'000	31 March 2020 £′000
Authorised		
40,000,000 ordinary shares of £1 each	40,000	40,000
	No of shares	£′000
Allotted and fully-paid	7,886,258	7,886
Opening share capital at 1 April 2020	7,886,258	7,886
	.,,	,

100% of the shares of the Company are owned beneficially by the States of Guernsey.

Shareholder's capital - represents the nominal value of shares that have been issued.

13. Operating Leases

Non-cancellable operating lease rentals are payable as follows:

31 March 2020	Land and buildings 31 March 2021	Land and buildings
	′000	£′000
Less than one year	172	144
Between one and five years	476	105
More than five years	1,531	-
	2,179	249

Leases of land and buildings are subject to rent reviews at specified intervals, typically annually, and provide for the lessee to pay all insurance, maintenance and repair costs.

The Group leases two properties in St Peter Port; 'Smith Street' to run one of its retail outlets and 'North Plantation' to run its Business Hub and BATIF Bureau de Change. In addition, the Group leases property to fulfil its postal operation in Alderney and warehouse spaces in Jersey and Guernsey for the use of HR Air Ltd.

The lease on the Smith Street property expired at the end of June 2021, at which stage the property was returned to the landlord.

As a result of Covid-19 and the two lockdowns that resulted locally, Guernsey Post Limited took out short term leases on a number of properties for operational reasons and to allow postal workers to operate safely in line with public health guidelines. The leases for four properties were each for an initial six month period with options to renew on a recurring six monthly basis. At the current Balance Sheet date, the Group retained leases on two of these properties which were due to expire in June and August 2021.

14. Related party transactions

The Group is wholly owned and ultimately controlled by the States of Guernsey.

Through the normal course of its business activity, the Group makes both purchases from and provides services to its Shareholder, or entities, under the controlling influence of the Shareholder body. These entities include States Trading Companies, companies whose equity is wholly owned by the States, States Departments and Committees operated by the States. All such transactions have been on an arm's length basis. The total value of the sales for the year ended 31 March 2021 amount to £1,031,797, or 2.5% of total turnover (2020: £639,729, or 2.0%). The total value of purchases for the year amounted to £3,241,359, or 8.4% of total expenses (2020: £983,131, or 3.2%), the increase being largely attributable to the CI Lottery distribution contract for Guernsey which was awarded to Guernsey Post Limited in May 2021.

The States also provides, through its Policy & Resources Department, management of the Group's liquid funds in excess of short term needs. At 31 March 2021, the balance held was £8,337,850 (2020: £5,259,521).

Director's remuneration is shown in note 2.

15. Provisions

	Dilapidations	Deferred Consideration	Total
	£′000	£′000	£′000
Balance at 1 April 2020	137		137
Provision (released) / made during the year	(88)	250	162
Balance at 31 March 2021	49	250	299
Non-current		-	
Current	49	250	299
	49	250	299

Dilapidations

This provision is in respect of the reinstatement obligations related to the Smith Street leasehold property. The lease on this property terminated in June 2021, therefore this will be utilised within the next financial year.

Deferred Considerations

The purchase of Shoal Bay Holdings Limited on 19 March 2021 included £250,000 of deferred consideration payable by 19 September 2021.

Contingent obligations - Financial Guarantee Contracts

Guernsey Post Limited has financial guarantee contracts in place with the States of Guernsey Customs and Excise and HM Revenue and Customs for £20,000 and £100,000, respectively. In addition, HR Air Ltd has financial guarantee contracts in place with HM Revenue and Customs for £30,000 and Customs and Immigration Services for £1,000. These contingent obligations are in place to provide security in the event that import and export duties paid to Guernsey Post Limited and HR Air Ltd from their customers are not subsequently paid on to the respective authorities. The Group does not carry any liability to either the States of Guernsey Customs and Excise, HM Revenue and Customs or Customs and Immigration, in the event that customers directly withhold payment of import and export duties to Guernsey Post Limited.

16. Subsequent events

There have been no significant events between the year-end and the date of approval of these financial statements, which would require a change to, or disclosure in, the financial statements.

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Guernsey Post Limited

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Helping the world's least developed countries through a hand up rather than a hand-out



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Street Child – Improving Access and Quality of Education for 600 children in Masimera, Sierra Leone	Vision Aid Overseas - Strengthening Access to Eye Care in Kailahun, Sierra Leone
SOS Sahel – Sand Dam Programme - Improving Water Security in Conflict Prone Areas in South Kordofan State, Sudan	Tropical Health and Education Trust – Improved Treatment and Prevention Services through Providing High Quality Medical Training Tools to Health Workers in Somaliland
SKT Welfare - Improving Access to Safe and Clean Drinking Water to Extremely Poor Families in District Berdaale, Somalia	Seed Madagascar - Project Sekoly - Promoting a Safe Learning Environment, Ranomafana High School, Anosy Region, Madagascar

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2019 Annual Report

President's Introduction

I am very conscious that I have only been directly involved with the **Guernsey Overseas Aid & Development** Commission since October 2020, when I was honoured to be elected as a States Member and then President of the Commission. I therefore cannot take any credit for the excellent work the Commission undertook in 2019 as detailed in this Report, Instead, all recognition is due to my predecessor, former Deputy Emilie McSwiggan, and the appointed but volunteer Commissioners who give their time so freely. I therefore would like to take this opportunity to publicly thank Emilie for the impressive manner in which she steered and developed the Commission over more than four years, and the Commissioners for their unwavering commitment.

I believe that 2019 will be viewed as a pivotal year for the Commission due to the publication, debate and approval of its policy letter – 'Our Place in the World: the next ten years of Overseas Aid in Guernsey'. The policy letter set out the future structure and resources for Overseas Aid as well as the Commission's work in six key programme areas, namely - Small Grants, Large Grants, Disaster and Emergency Relief, Community Partnerships, Skills-based Partnerships and Communication and Education.

The Small Grants programme will continue

the existing grant aid funding work of the Commission with individual grants of up to £50,000 being awarded for single year sustainable projects on an annual basis. This is mainly to small charities working to meet basic needs such as water, sanitation, healthcare, education and agriculture. The Commission will also continue to fund Disaster and Emergency Relief and Community Partnerships.

There are then some exciting new developments. The Large Grants programme will see the Commission co-funding a small number of multi-year projects alongside larger institutional donors, to make long-term, sustainable changes within developing communities. This will normally be individual grants of up to £50,000 per annum over a three-year period. Skills-based partnerships will look to develop partnerships with businesses and volunteers through which they can share their skills and expertise with their professional counterparts in developing countries. Finally, there will be increased on-Island Communication and Education in relation to international development.

Although some of the new developments had to be postponed in 2020 due to the various consequences of the COVID-19 Pandemic (indeed this very Report is unfortunately overdue as the Commission Secretary and Principal Officer were fully and partially seconded respectively to assist with the Bailiwick's effort to mitigate

the effects of COVID-19 on the Islands), the Commission is committed to progressing them as soon as resources allow. The Commission will be able to provide an update on this in its 2020 Annual Report as well as give an overview of the way its partner charities faced and overcame the challenges of the COVID-19 Pandemic on the ground in some of the poorest regions of the world.

In regard to 2019, the infographic below shows just some of the initiatives undertaken through Commission Small Grant funded projects in 2019. The estimated direct beneficiaries of all the 2019 projects were 365,433 men, women and children, but the indirect beneficiaries (e.g. families of direct beneficiaries) would be many thousands more. It is

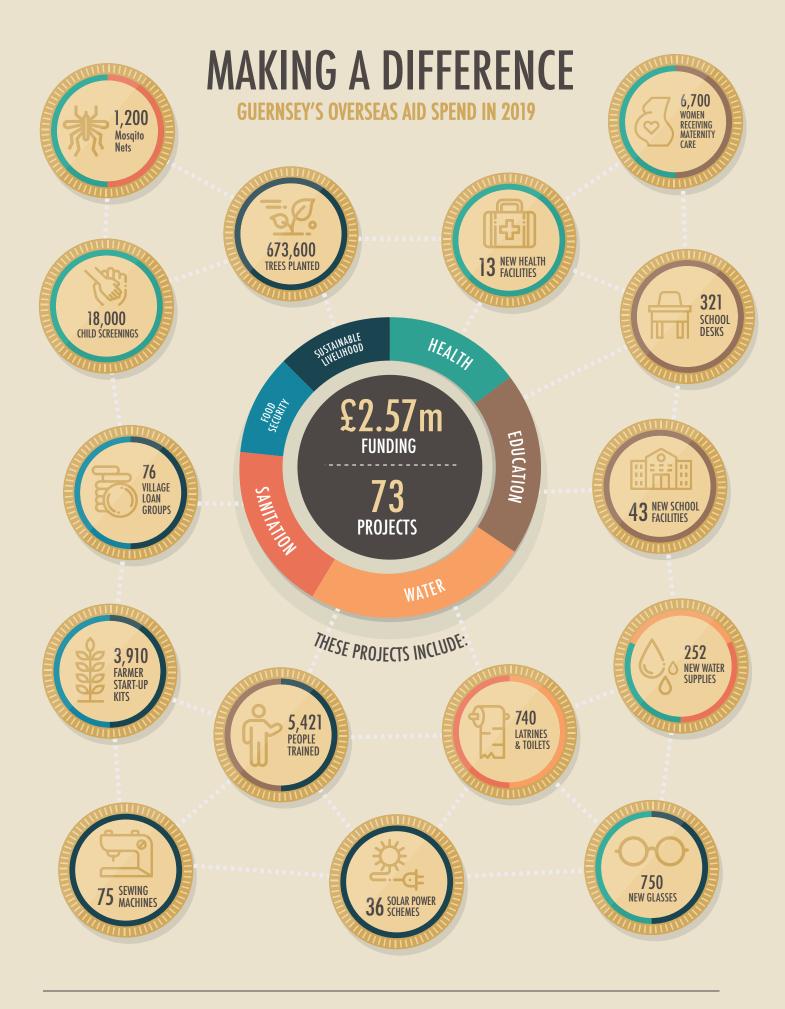
something I think Guernsey can be very proud of and shows the real impact that our small Islands can have through sustainable development on the lives of the desperately poor.

Finally, I would like to give my sincere thanks to the Commissioners, the Commission Secretary and the Principal Officer for warmly welcoming me to the Commission with their expertise, patience and support, which has made my first few months as President so interesting and enjoyable.

Deputy Chris Blin

President
Overseas Aid & Development
Commission







£2,562,416 funded 346,449 people directly benefiting £7.39 per person The above shows **some** of the initiatives undertaken through Commission funded projects in 2019. The estimated direct beneficiaries of all the 2019 projects were 365,433 men, women and children, but the indirect beneficiaries (e.g. families of direct beneficiaries) would be many thousands more.

SECTION ONE

The Commission and the Commissioners

The Commission's mandate

- To distribute funds voted by the States for aid and development overseas by making contributions to ongoing programmes and to emergency and disaster relief.
- To develop programmes relating to the collection and distribution of funds involving the private Sector.
- To carry out its duties and powers in accordance with operational policies approved by the Policy & Resources Committee, and the strategic direction set by the States.
- To fulfil the responsibilities set out in Annex One to the mandates of committees of the States.



On 18th July 2019, the States of Deliberation supported the Commission's policy letter, 'Our Place in the World: the next ten years of overseas aid in Guernsey' (see Section 8). One of the States Resolutions included:

5. "That the Commission's mandate, as set out in the Rules of Procedure of the States of Deliberation and their Committees, should be amended by the deletion of: "to carry out the duties and powers above in accordance with policies set out by the Policy & Resources Committee" and the substitution therefor of: "to carry out its duties and powers in accordance with operational policies approved by the Policy & Resources Committee, and the strategic direction set by the States".

The policy letter explained that the Commission, in consultation with the Policy & Resources Committee, had recognised the need to clarify one aspect of its mandate. It was recognised that "to carry out the duties and powers above in accordance with policies set out by the Policy & Resources Committee" was open to differing interpretations and it could be read as suggesting that the Policy & Resources Committee should bring to the States any policy letters concerning overseas aid. States' Members involved with the States' Review Committee confirmed, at the start of the term, this was never its intention. Further, the Policy & Resources Committee had not sought to take the lead on developing policy in respect of overseas aid. The policy letter went on to say that the two bodies, however, did work closely together on policy development; and, in particular,

the Policy & Resources Committee reviewed changes to the Commission's operational policies. This involvement was an appropriate way of assuring adequate political oversight of the Commission's work, as there would otherwise be a high level of risk associated with having only one political member on the Commission. The above amendment to the Commission's mandate was therefore proposed and approved by the States.

In 2019, the Commission continued to focus on its endeavours on the delivery of its grant aid programme, the core area of its mandate. The projects supported through grant aid provide sustainable improvements which address basic needs in the areas of health, education, water and sanitation, food security and sustainable livelihoods.

1. P.2019/41 of Billet d'État XIII of 2019; https://www.gov. gg/article/171823/Our-Place-in-the-World-The-next-tenyears-of-overseas-aid-in-Guernsey



Meetings with charities and supporters

The Commission receives a number of requests from charities wishing to meet with the Commission. The Commission recognises that such meetings can be very beneficial as they allow the Commissioners to learn first-hand from the charities about their work and, in particular, projects which have been supported by funding from Guernsey. However, the Commission is also mindful that the cost of travel to Guernsey for UK-based charities is significant and so will generally not accept such requests unless the charity's representatives are coming to Guernsey for other reasons, i.e. the purpose of their visit is not limited to meeting with the Commission.

In 2019, the Commission met with representatives of five charities:

- Ian Johnson, Programme Manager and Samaresh Nayak, Country Director of Food for the Hungry Bangladesh - Food for the Hungry UK
- Louise Smith and Philip Smith, cofounders of Guernsey based Charity This is Epic
- Marc Winn and Valerie Winn from Guernsey based Charity The Dandelion Foundation
- Hannah Davis of The Lorna Young Foundation (and Guernsey resident)
- Dr Sasa, Chief Executive Officer of Health and Hope Myanmar, and Chris Jones, Executive Director -Health and Hope UK

In addition, as part of the development of its 'Our Place in the World: The Next Ten Years of Overseas Aid in Guernsey' policy letter (See Section 8), the Commission invited States' Members and representatives of voluntary organisations working overseas to attend workshops considering the future policy of overseas aid giving. These workshops took place on 15th and 18th February 2019 at Les Cotils Centre.

In 2019, the Commission was also delighted to meet with Guernsey residents Cherry McMillen, Sally Evans and Sarah Repton who, as part of their self-funded trip to Madagascar in August 2019 and at their own suggestion, very kindly took the time to visit Commission funded Feedback Madagascar Projects at Androrangavoia Secondary School, Tolongoina Primary and Secondary Schools, and Ambolomadinika School. It was not an easy task and it took a number of days to reach these remote locations over rough terrain using a 4x4 vehicle. The final leg of the journey to Ambolomadinika School was taken by boat as it was not accessible in any other way. This transport, including a driver and an interpreter, was also funded by the group with no cost to the Charity or the Commission. Sally Evans also volunteered for 12 days in the Feedback Madagascar local office after the school visits.

The Commission's grant aid award to Feedback Madagascar In 2019 of £39,724 was to provide Tolongoina Primary and Secondary Schools in Ikongo district, Vatovavy Fitovinany region, with two new 3-classroom buildings, sanitation blocks with a rainwater catchment system, and other school playground improvements. In 2018, the Commission awarded a grant

of £39,861 to Feedback Madagascar (one of the projects highlighted in the Commission's 2018 Annual Report) to provide Ambolomadinika Secondary School in Ikongo district with two new school buildings, a sanitation block with a rainwater catchment system.

In 2017, the Commission awarded a grant of £39,440 to Feedback Madagascar to provide Androrangavola Secondary School, in Ifanadiana district, with two new school buildings, each with three classrooms, a borehole for drinking water, and a sanitation block complete with latrines, a rainwater catchment system and handwashing facilities.

The Commission would very much like to thank Cherry McMillen, Sally Evans and Sarah Repton for their great efforts and the useful feedback they provided on the projects.

The Commissioners

The role of Commissioner is an unpaid one. During 2019, the membership of the Commission remained unchanged. The Commissioners are:-

Mr Philip Bodman - a chartered accountant and graduate in agricultural Economics. Prior to returning to Guernsey, he spent ten years in overseas development work, including working in Papua New Guinea and South America. Mr. Bodman had a scholarship with the UK's Overseas Development Administration (the predecessor to the current UK Department for International Development). He now maintains an interest in providing support to overseas development projects through his role as Missions Treasurer at Holy Trinity Church. Mr. Bodman's agricultural background is of great assistance to the other Commissioners when assessing the sustainability and viability of agricultural and horticultural projects.



Ms Teresa de Nobrega - a Guernsey
Advocate with experience of both visiting
less developed countries and initiating
various charitable fundraising activities.
She is a Trustee of the Guernsey Blind
Association and an active local supporter
of a number of NGOs including UNICEF,
the International Red Cross and Amnesty
International. Ms de Nobrega's legal
background is valued by her fellow
Commissioners when considering the
governance of the applicant charities and
their in-country partners.

Miss Judith Moore - a Chartered Physiotherapist and works as Academic Lead for Teaching and Learning with the Institute of Health and Social Care. Miss Moore has also taught disaster preparedness activities in Sri Lanka and Dominica, and been directly involved in supporting small projects undertaken in Sri Lanka. She has been a volunteer with St. John Ambulance for over 30 years and has used that experience to support her voluntary work overseas. Miss Moore's understanding of disaster preparedness and her educational background are invaluable to the Commissioners when evaluating educational projects and those focused on post-disaster or conflict rehabilitation.

Dr Nick Paluch - a retired Medical Practitioner and qualified (non-practising) Barrister. He has undertaken volunteer work in several less developed countries whilst also maintaining an independent involvement in fundraising and overseas aid support activities, including visiting a number of projects that have benefitted

from financial support provided by Guernsey. In early 2019, Dr Nick Paluch, spent ten weeks at his own expense in South East Asia where he worked as a volunteer in two medical clinics, one in Cambodia and one in Myanmar (see below for further details).

Mr Bryan Pill - semi-retired from the Mission Aviation Fellowship (MAF). After he completed his education, he obtained a B.Ed from Exeter University and spent 12 years in education, including 4 years teaching in South India. He has worked for the overseas development charity, Mission Aviation Fellowship² ("MAF") for over 25 years, including 12 years as a bush pilot working in Tanzania, Uganda and Bangladesh and a further 10 years supporting programmes in Chad, South Sudan, Ethiopia, the Democratic Republic of the Congo, South Africa and Uganda. This work involved flying in support of MAF's responses to many emergencies and disasters, including civil conflict in Rwanda, Chad and South Sudan and the Ebola crisis in East Africa. Mr Pill continues to work for MAF on a part-time basis promoting its work.

2. Mission Aviation Fellowship was founded in 1948 and is a charitable organisation which operates a fleet of 51 light aircraft from 17 bases in seven countries in Africa, Asia, Eurasia, and Latin America. Its pilots save valuable travel time and cover seemingly impossible distances in minutes or hours compared to days by foot, road, or river. Each year, MAF flies over two million nautical miles to speed the work of some 600 charitable and humanitarian organisations. MAF flights create access to medical care, provide disaster relief, and make community development projects possible in some of the most remote places on earth.

Mrs Margaret McGuinness - Water Quality Risk Manager with Guernsey Water. Prior to moving to Guernsey, Mrs McGuinness had worked in the water science industry for over 22 years including as Public Health Manager for Scottish Water. A post she had held for 10 years. Mrs McGuinness has a vast professional experience in and knowledge of public health matters, especially within the context of water and sanitation. Mrs McGuinness also served as WaterAid³ Ambassador in Scotland for a number of years. This role involved her in funding raising for and promoting the work of WaterAid

All the Commissioners current terms expire on 31st July 2022. In July 2018, Miss Moore was elected to serve as the Commission's Vice President.

3. WaterAid is one of the UK's largest development aid charities promoting access to clean, safe water. It has teams in 34 countries across the world, working with its partners to transform millions of lives every year by improving access to clean water, toilets and hygiene. Since 1981, WaterAid has provided clean water to nearly 25 million people.

Travels of a Commissioner

In early 2019, Dr Nick Paluch, spent ten weeks at his own expense in South East Asia where he worked as a volunteer in two medical clinics which had previously benefited from grant aid funding from the Commission, one in Cambodia and one in Myanmar.

During the trip he also managed to visit several other Guernsey supported overseas aid projects including a couple of brand new primary schools and a hospital.



Cambodia

In January Dr Nick and his wife Claudine, who is a midwife, spent a month working as volunteers at the aptly named Lake Clinic (TLC) on the Tonle Sap Lake in central Cambodia. TLC is a charity set up to provide primary health care to isolated floating villages where the people would otherwise have no access to medical care at all. Each week the team from TLC sets up base on one of a series of floating platforms either on the lake or on the Stung Sen river and from there they travel further afield by boat to run clinics in the outlying villages. In 2012 a grant of £38,661 from the Commission to the Impact Foundation paid for a new boat and for a new fully equipped, solar powered floating clinic to be built.







In Dr Nick's own words;

"It was fascinating for me to be able to put my medical skills to use in such a different and rewarding way. The link with Guernsey's Overseas Aid & Development Commission made it all the more satisfying and it was nice to see the difference that one of our grants is making week in and week out to these remote, impoverished communities for whom life is a daily struggle.

As soon as we arrived in a village patients would begin to row their own boats across to us and after tying up alongside they would come aboard to be seen. We had a group of monks turn up to see us at dawn one morning. The work was similar to general practice the world over but with an additional focus on health education and prevention. To that end we went into the floating village schools to check the children for malnutrition, treat them for worms and hand out vitamin supplements. One particularly interesting patient I saw for follow up had been paralysed by TB of the spine but had managed to regain the use of her legs after a successful course of treatment. We ate and slept onboard with the rest of the team under mosquito nets and in rather cramped dormitory-like conditions. There was only one toilet and only one cold shower but the team spirit was great and any discomfort was offset by the magnificent sunrise and sunset each day as well as the authentic Khmer food (particularly the fresh fish and fruit) we enjoyed at meal times.

At the end of each mission we returned to our base ashore and on Fridays we would have a debriefing, teaching and training session with the other local health professionals. After working so closely with them we were very sad to have to say goodbye at the end of the month."

On his weekends off and also in his role as a Commissioner, Dr Nick was able to visit two new schools funded and built by grants from the Commission whilst he was in Cambodia. In the far north of the country in Stung Treng province, close to the Mekong river and the border with Laos, a grant of just £30,968 to United World Schools in 2017 had paid for a new three classroom primary school to be built in Koh Key village together with a library, teacher accommodation, a latrine block and an on-site well. It had given more than 100 local children the chance of a proper education and the school has since gone from strength to strength with the active support of the local community.

In Kampot province in the south a similar grant of £39,997 in 2016 to Action Aid had led to the construction of a five classroom school at Toul Dontey for 175 children from three nearby villages. The grant had also funded an adjacent latrine block, furniture, equipment and the setting up of a school management committee who have already raised further funds enabling a borehole to be installed.

In Kampot province in the south a similar grant of £39,997 in 2016 to Action Aid had led to the construction of a five classroom school at Toul Dontey for 175 children from three nearby villages. The grant had also funded an adjacent latrine block,





furniture, equipment and the setting up of a school management committee who have already raised further funds enabling a borehole to be installed.

Myanmar

At the beginning of February Dr Nick made the long and arduous journey to Chin State in northwest Myanmar. This involved a flight from Yangon with two consecutive 4am starts and a 48 hour 4WD car journey along precipitous unmade

mountain roads to the small town of Lailenpi not far from the border with India. The Commission has a long association with two United Kingdom charities who are working to improve the provision of healthcare and education in this remote and neglected corner of the Country namely the Humanitarian Aid Relief Trust (HART UK) and Health & Hope. Previous grants had provided a medical clinic, a hydro-electric power plant and a centre where community health workers could be trained, but the training centre was unfortunately destroyed by Cyclone Mora in 2017. A subsequent grant is helping to rebuild and improve the centre and Dr Nick was able to see for himself how things are progressing. As he comments;

"It had long been an ambition of mine to travel to Lailenpi and it turned out to be an amazing experience. My accommodation was in a rather flimsy wooden building and the noise of rats scurrying about at night made it difficult to sleep. In the morning fresh holes in the hardboard walls indicated just how close they had been to my head! I was kept very busy in the clinic where we were seeing over 100 patients a day but it was a great privilege to live and work amongst such resourceful and friendly people. The welcome I received on the day I arrived was overwhelming with just about the entire population of 2,000 people gathered on the football pitch to greet me and to pass on thanks to Guernsey for all the support we have given them. As is often the way with communities who have very little everyone was extremely generous and by the end of my surgeries I had usually accumulated a whole bowlful of eggs, bananas and various other items of fruit. Towards the end of our stay we were even presented with a live chicken!

Sadly my time in Lailenpi had to be cut short because of fierce fighting between separatist AA (Arakan Army) rebels and Government forces who were based in the town not far from the clinic. We were already under a night-time curfew but with the build up of troops intensifying and the attacks getting closer it was felt prudent for us to evacuate a day early for fear of it becoming too dangerous to travel on the mountain roads. The British Embassy were apparently monitoring our situation behind the scenes."

Before flying home Dr Nick made a final project visit to the 120 year old hospital run by The Leprosy Mission at Mawlamyine in Mon State on the estuary between the Thanwin river and the Andaman Sea. The hospital is a nationally recognised specialist centre and in 2017 a Commission grant enabled the operating theatres to be upgraded and other equipment to be purchased with a view to specifically improving the care and treatment of disabled patients.





SECTION TWO

The Commission's Budget

The Commission's Budget

The Commission's Grant Aid Budget for 2019 was £2,960,000 which was the same Cash Limit as 2018.

As explained below, in November 2018 the States of Deliberation resolved to approve the immediate establishment of an Overseas Aid & Development Impact Investment Fund within the General Reserve with an allocation of £1 million and to delegate authority to the Policy & Resources Committee to approve investment of this Fund. In light of this substantial investment and the potential it created for generating returns which would be available for reinvestment, the Commission agreed that its 2019 Cash Limit should remain at 2018 levels.

By way of further background, in November 2017, the States of Deliberation, having considered a policy letter entitled "Overseas Aid & Development Commission - Funding Arrangements and Future Developments"⁴ (see Section 8) dated 25th September 2017 resolved:

- To agree that the Overseas Aid &
 Development Commission's budget
 allocations for Grant Aid and Disaster
 and Emergency Relief be treated as
 a single development aid budget and
 for the Commission to determine the
 proportion of its budget allocated
 across its core mandated functions;
- To note the Overseas Aid & Development Commission's decision to progress, in close consultation with

- the Policy & Resources Committee (as "lead partner"), the initial exploratory discussions it has had regarding the possibility and feasibility of establishing a Guernsey Development Impact Fund;
- 3. To delegate authority to the Policy & Resources Committee to approve the investment of between £200,000 and £250,000 per annum of the Overseas Aid & Development Commission's budgets for 2018-2020 in the proposed Guernsey Development Impact Fund; and to direct the Policy & Resources Committee to transfer a commensurate amount from the Budget Reserve to increase the revenue expenditure budget of the Overseas Aid & Development Commission in 2018 and make appropriate allowance when recommending to the States Cash Limits for 2019 and 2020 for the Overseas Aid & Development Commission.
- To note the Overseas Aid &
 Development Commission's ongoing
 commitment to ensure good
 governance in all areas of its mandate,
 and especially to ensure strict
 monitoring of all Grant Aid awards;
- 5. To note the measures the Overseas
 Aid & Development Commission has
 introduced to strengthen its compliance
 procedures in respect of preventing
 misuse of funds for money laundering
 or the funding of terrorism; and
- 6. To note the Overseas Aid & Development Commission's response to the States Resolutions of January 2012.

In November 2018, when debating the 2019 Budget for the States of Guernsey⁵, the States agreed to rescind Resolution 3 above and replace it with the following Resolution:

- 4. To approve the immediate establishment of an Overseas Aid & Development Impact Investment Fund within the General Reserve with an allocation of £1million and to delegate authority to the Policy & Resources Committee to approve investment of this Fund.
- **4.** P.2017/83 of Billet d'État XXI of 2017
- **5.** P.2018/108 of Billet d'État XXIV of 2018

The States further agreed:

4A. To direct the Overseas Aid &
Development Commission to research
and recommend to the States, by
no later than April 2019, a range of
initiatives which could increase the
States of Guernsey's contribution to
international development to 0.2%,
0.3%, 0.5% or 0.7% of GDP over the 5-10
year period beginning 1st January 2020
and ending between 31st December
2025 and 31st December 2030.

The Commission's response to Resolution 4A is set out in Section 8 – Future Developments and Programmes of this report.



SECTION THREE 2019 Grant Aid Awards

2018 Grant Aid Awards

In 2019, the Commission received 292 (241 in 2018) applications from over 219 different charities and humanitarian agencies. An increase of 21% on 2018. Full details of all the successful funding applications are set out in Appendix 1.

As in previous years, the over-subscription of applications for Grant Aid funding meant that the Commission was again faced with some very hard decisions as its budget did not allow it to fund many projects which would have merited support had more funds been available.

The total amount of funding requested was £9,942,007 (£8,306,292 in 2018) and this represented a 20% increase in the total amount of funding requested in 2018 which is similar to the increase in the number of applications. The average amount of funding requested in 2019 was £33,702 compared with £34,465 in 2018.

In 2019, the Commission supported 73 applications for funding and this represented 25% of the total number of applications received. The Commission's total grant aid allocation in 2019 was £2,562,416 and the average award was £34,608.

As in previous years, applications are categorised by the main focus (as identified by the applicant charity) of the project and the following award categories are used:

Agriculture

Includes projects focusing on agriculture, horticulture, forestry and fishing and food security projects

Education

Includes all education and training programmes and the construction of schools and education facilities

Health

Includes all healthcare, vaccination, disease prevention and public health projects and the construction of medical facilities

Other

Includes income generation schemes, micro-loans, disaster preparedness, land-mine clearance and rehabilitation projects

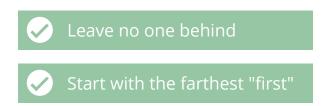
Water

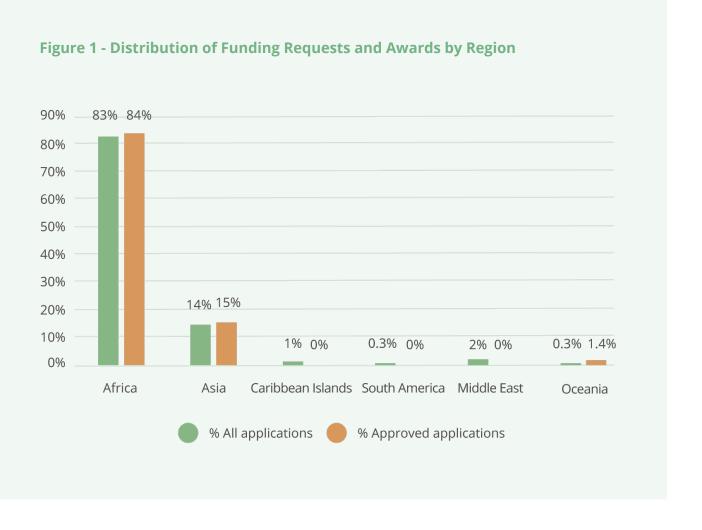
Includes projects to provide or improve water and sanitation services, the provision of wells and clean water supplies and the construction of latrine and washing facilities. When deciding which applications to support, the Commissioners focus on the quality of the individual applications, the impact the projects will have, and their long-term sustainability. The Commission requires charities to demonstrate in their applications how their proposal seeks to address one or more of the United Nations' Sustainable Development Goals (UN SDGs). The Commission regards the following statements from the UN SDGs as being the most important cross-cutting principles,

The Commission does not have any quotas regarding the distribution of projects across the categories or any geographic location, either by region or by country. The only geographic criteria is that priority is given for projects in countries listed in the lowest quartile of the United Nations' Human Development Index⁶ (UN HDI).

Figure 1 shows the distribution by continent or region of all applications received and those approved.

6. http://hdr.undp.org/en/content/human-development-index-hdi





The UN HDI is a composite statistic of life expectancy, education, and income per capita indicators. In essence, a country scores a higher UN HDI when the life expectancy at birth is longer, the education period is longer, and the income per capita is higher. It is used to distinguish whether the country is a developed, a developing or an underdeveloped country.

The Commission also recognises that there are significant wealth inequalities within countries, and the UN HDI is but one indicator of poverty and the need for overseas development aid. For this reason, it encourages charities applying for funding in countries outside the lowest quartile to ensure that their application clearly explains why the particular area remains reliant on overseas development aid rather than in-country government support.

UN HDI Lowest Human Development Quartile as at September 2018

Position UI	N	Country	HDI	Position on UN Index	Country	HDI
152	×	Solomon Islands	0.546	173	Djibouti	0.476
153	♦	Papua New Geui	nea 0.544	173	Ethiopia	0.463
154		Tanzania	0.538	174	Gambia	0.46
155	* *	Syrian Arab Repu	ı blic 0.536	175	Guinea	0.459
156		Zimbabwe	0.535	176	DR Congo	0.45
157		Nigeria	0.532	177	Guinea Blssau	0.45
158	0	Rwanda	0.524	178	Yemen	0.45
159	4	Lesotho	0.520	179	Eritrea	0.44
159	*	Mauritania	0.520	180	Mozambique	0.43
161		Madagascar	0.519	181	Liberia	0.43
162	6	Uganda	0.516	182	Mali	0.42
163		Benin	0.515	183	Burkina Faso	0.42
164	*	Senegal	0.505	184	Sierra Leone	0.41
165		Comoros	0.503	185	Burundi	0.41
165	*	Togo	0.503	186	Chad	0.40
167		Sudan	0.502	187	South Sudan	0.38
168 168	@	Afghanistan Haiti	0.498 0.498	188	Central African Republic	0.36
170		Ivory Coast	0.492	189	Niger	0.35
171		Malawi	0.477			

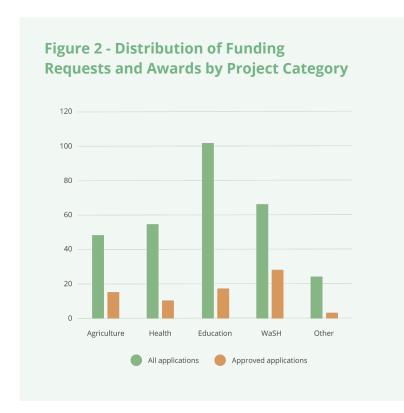
Figure 2 shows the distribution of grant aid awards by project category.

The percentage of water-related projects (also known as WaSH - Water, Sanitation and Hygiene) was higher when compared with 2018 (i.e. an increase of 5%). The number of educational projects also increased slightly from 23% to 26% and all other categories remained within 1 or 2% of the 2018 figures. When making such comparisons, it should be noted that many projects are multifaceted and so the category reflects the primary focus. For example, most water and sanitation projects include an educational element to encourage hand-washing and the boiling of water to reduce the spread of water-borne disease. Similarly, many of the educational and health projects which involve the construction of buildings, include provision of latrines and facilities for the collection and storage of rain water.

Figure 3 shows the distribution of awards by continent / region. As reported in previous years, in 2019 the majority of the Commission's grant aid awards were for projects in Africa. This continues to reflect the predominance of African countries in the lowest quartile of the UN HDI.

The Commission remains mindful that the impact of a natural disaster or civil conflict can last for many years after the event. It understands that the poorer the country the slower it is able to recover from such events. For these reasons, the Commission is always keen to support projects which seek to mitigate the impact of natural disasters (e.g. retro-fitting of schools, clinics and other community buildings in areas prone to earthquakes) and to rebuild communities following civil conflict (e.g. income generation projects to help rebuild a region's economy).

Figure 4 provides an overview of the applications by country and the final country destination of the grant aid awards the Commission approved. Applications were received for one or more projects in 47 different countries. Awards were made for one or more projects in 28 different countries.



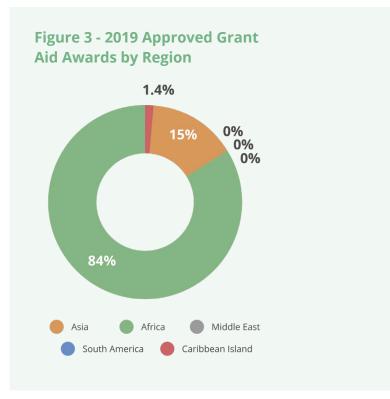
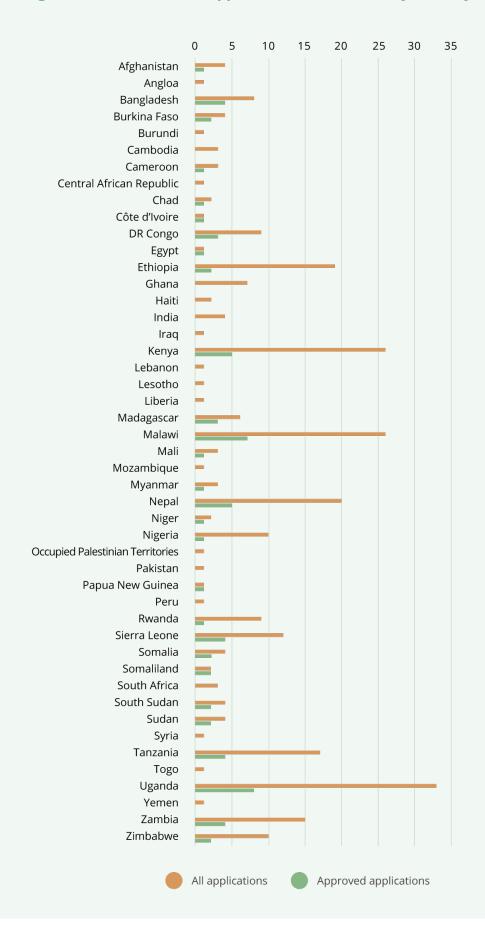


Figure 4 - Distribution of Applications and Awards by Country



SECTION FOUR

Update on projects supported in 2019

The Commission requires that every charity receiving grant aid funding must submit at least two project delivery reports. The first, the interim report, is generally submitted six months after the commencement of the project. The interim report explains the progress to date and includes a budget showing the actual spending against the approved budget. Most reports also include photographs showing how the project is being delivered. The interim report also triggers the Commission releasing the second instalment of the grant award.

Charities must also submit a final end of project report within two months of the completion of the project. The charity is required to include a narrative report explaining how the project has been delivered, the successes and the challenges encountered and the impact of the project for the beneficiaries and the wider community. The report must also include a final budget showing the actual expenditure against the approved budget and explain any variations. The reports also include photographs showing the project outcomes and often include short case studies from the beneficiaries.

The following cases studies have been prepared from a selection of interim and final reports. Each case study underlines the transformative and often live-changing impact a relatively small grant from the Commission can have on the lives of some of the world's poorest communities.

African Relief Fund

Somalia - £28,065

Constructing a village level borehole in Falayr Yaale Village

Christian Aid

Sierra Leone - £40,000

Strengthening Essential Healthcare Service Delivery, Port Loko District

Ed UK Aid

Tanzania - £39,860

Farm to Feed - School Community
Farm Project

Habitat for Humanity

Côte d'Ivoire - £40,000

Strengthen and secure access to drinking Water, hygiene and sanitation services for all in Toumodi, Belier Region

IMPACT Foundation

Bangladesh - £39,115

Providing access to safe water and sanitation in girls' schools.

Sense International

Uganda - £39,946

Early intervention for children with multisensory impairments in Wakiso

The Gaia Foundation

Benin - £30,596

Trees and Life – Plant Nursery

This is Epic

Democratic Republic of Congo - £29,095

Enabling marginalised communities to rise out of poverty in eastern DRC through Village Savings and Loans.

Tiyeni Fundd

Malawi - £18,939

Strengthening smallholder farmer resilience, Chitipa

Transform Burkina

Burkina Faso - £11,461

Improving patient services at Bethanie medical clinic

United World Schools

Nepal - £29,415

School development project in Gulmi District



Constructing a village level borehole in Falayr Yaale Village, Somalia

African Relief Fund⁷ works to provide humanitarian aid and sustainable development projects to alleviate poverty, improve education in marginalized areas, establish a standard level of health, launch projects to secure fresh clean water and support orphans. Its values are build upon the foundations of Islamic values and its core principles by extending unconditioned support the needy people in a dignified manner.

In 2019, the charity was awarded £28,065 to construct a solar powered borehole in Falayr Yaale Village, Somalia. The charity's application explained that,

"Falayr Yaale is located in a rural area of Sool District in Northern Somalia, and is home to around 8,000 people who subsist on semi-nomadic pastoralism. The village lies in an arid region, and only has access to limited water which runs out at the end of the rainy season. It was hit by drought in Summer 2017 and needed

emergency aid. The aim of this project is to construct a village level solar powered borehole which will provide plentiful clean water on a sustainable basis. This will increase resilience against drought, and enable villagers to develop their livelihoods."

In agreeing to support the application the Commission noted that this was a well planned project by a experienced charity in a very poor area. There were also a high number of direct beneficiaries. The African Relief Fund had worked in Somalia for the last twenty years, and had provided powered boreholes for the previous six years including two funded by the Commission. It worked on a number of projects ranging from agricultural sustainability to emergency aid.

The project report confirmed that the borehole had been drilled and had reached plentiful clean water in the underlying rock. The water has been tested and was safe to drink. The project included a solar panel complex that powered the system, electrical pumps that draw up the water into an elevated tank for the residents, and separate troughs for animal use. Villagers assisted with the construction through carrying out small tasks which reduced costs and encouraged local ownership. On completion the project was handed over to the Water Management Committee whose members were selected by the beneficiaries.

7. https://www.arf.org.uk











The Water Management Committee received training on how to look after the system.

The beneficiaries said they were delighted with the project and expressed their gratitude toward the Commission. Below are some of beneficiaries' feedback.

Aasho Mohamud Hassan is one of the villagers and has five children. Her oldest child looks after her goats and the younger children cannot help their mother to bring water from a long distance. She does not have a wheelbarrow to carry her jerry can so instead she used to carry the can on her back. Now she is using the water taps near her home.

Yaasiin Geesey Mohamed is pastoralist who lives near the village. He has six children. His family depends on livestock. To get water he used to walk with his camel a number of kilometres. Now it takes a few minutes to fill his jerry cans using the water kiosk taps.

Shamso Muhyadiin Ali has three children. Her house used to be very far from the closest water source. She had to spend time fetching water for her family. The new borehole provides clean water and this brings her to tears when expressing her feelings about the project.



Strengthening Essential Healthcare Service Delivery, Port Loko District, Sierra Leone

Christian Aid's8 work began in 1945, when it was founded by British and Irish churches to help refugees following the Second World War. For more than 75 years, it has provided humanitarian relief and long-term development support for poor communities worldwide, while highlighting suffering, tackling injustice and championing people's rights. It works in 37 countries, with people of all faiths and none, to stand up for dignity, equality and justice. Its aims are to expose poverty throughout the world, help in practical ways to end it, and to highlight, challenge and change the structures and systems that favour the rich and powerful over the poor and marginalised.

In 2019, Christian Aid was awarded a grant of £40,000 to strengthen essential Healthcare Service Delivery in Port Loko District of Sierra Leone.

In deciding to support this application, the Commission noted that the project was a discrete part of a larger project with a good number of beneficiaries. It acknowledged that since the start of the Ebola epidemic in 2014 Christian Aid had been working with its in-country partner on the implementation of integrated disease surveillance and response strategies at health facilities and community levels; developed preparedness plans for outbreak of diseases; strengthened referral systems for mothers and children, and rehabilitated Peripheral Health Units. This specific project application would help with post-Ebola epidemic rebuilding in a vulnerable area.

The project application explained,

"Sierra Leone has the highest maternal mortality (1360 per 100,000 live births) and one of the highest child mortality rates (114 per 1,000 live births) in the world. In Port Loko District, the population rely on Peripheral Health Units (PHUs) for maternal and child health (MCH) services. Yet, many PHUs lack basic amenities like running water and electricity. This project will improve essential healthcare services in rural areas of Port Loko, through rehabilitation of four PHUs. The intervention focuses on structural repairs, extension of maternity facilities, provision of WASH facilities, installation of solar power and provision of delivery beds."

8. https://www.christianaid.org.uk

Christian Aid's project report explained,

"The World Health Organisation has officially declared the Ebola epidemic over. However, Sierra Leone has suffered deep and lasting scars. Ebola exposed the weakness of the health system and resulted in a reversal of several years of positive progress in improving health systems and services in the country. The impact on maternal health services has been dire. Last year President Koroma declared a health emergency for maternal and child health, following spiralling maternal and child deaths. The District Health Management Team recorded an increase in home deliveries due to extremely poor conditions at PHUs."

Christian Aid reported that the project had been a great success and had reached its goal of improving the health facilities for 25,000 people across two chiefdoms in Port Loko District. Over 5,000 people had already used the newly rehabilitated facilities and it had seen a reduction of infant and maternal mortality from 26 to 2 as a direct result of this project.

The key outcomes included:

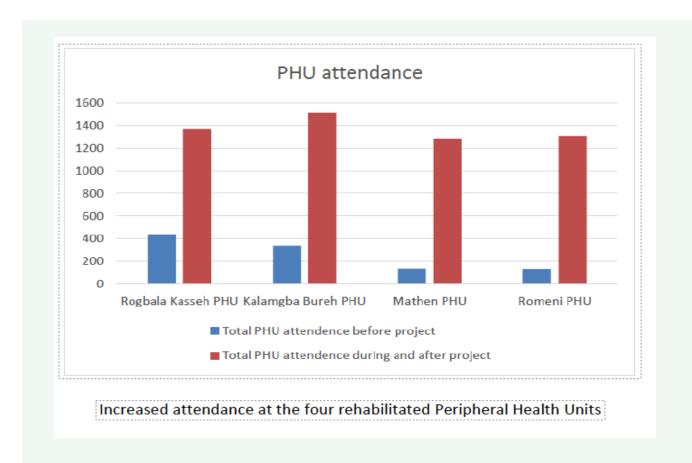
- trust and cooperation between communities and health workers, which was a major challenge before this intervention, has been restored;
- pregnant women can now safely deliver even at night as nurses are available and solar lighting make this possible;

- High community participation and contribution to the project such as the provision of local materials and unskilled labour, increased community ownership with facility management committees working closely with the health staff to ensure improved services;
- considerable increase in attendance and deliveries in the facilities.











Farm to Feed - School Community Farm Project - Tanzania

EdUKaid⁹ was first established in 2003. Its vision is for a world where every child has access to the education they need to realise their full potential and attain the skills to improve their life's circumstances. Its mission is to make lasting changes by improving the provision and quality

of education in the developing world because it believes that 'to learn is to live'. It works in the poor remote Mtwara region of southern Tanzania and its activities include primary school development; preprimary education; inclusive education; extra tuition; child sponsorship; vocational training; and community initiatives.

In 2019, EdUKaid was awarded a grant of £39,860 for a school community farms project for eight schools in Mwenge, Mnaida, Singino; Kawawa; Shangani; Lwelu; Namgogoli and Mgao villages. The charity's application explained that,

9. https://www.edukaid.com







"This project aims to develop the skills and capacity of 8 primary school communities in the most remote areas of the Tanzania's Mtwara region improving the health, wellbeing and quality of education for over 4,500 children and reducing reliance on overseas-aid. We will train eight head-teachers/schoolleaders and up to 300 parents/ guardians to establish eight community farms providing daily food for children and generating a source of income for the school to meet ongoing costs using the surplus income to purchase essential teaching and learning resources. This initiative builds on the successful Community Maintenance project funded by Guernsey in 2017. "

In agreeing to support this project, the Commission noted that it addressed a basic need and provided a sustainable alternative to a traditional feeding programme. The number of beneficiaries were good and it also built on previous funding to this Charity. The funding for the project in 2017 was to develop the skills and capacity of the local communities to maintain the primary schools. This led to the renovation of seven schools and community workshops.

The EdUKaid project report stated that the achievements included:

- the distribution of farming tools to 8 schools:
- the establishment of eight school community farms growing a wide range of crops;

- the delivery of 16 training sessions to just under 600 volunteers across the 8 schools;
- (almost double the number of participants it had originally projected);
- the building of 8 storage sheds to store tools and crops harvested from the farms:
- the delivery of 16 training sessions to eight head teachers, eight teachers and 22 school management committee members.

The project outcomes have included:

- significant improvements in the health and well-being of children as a direct result of the increased availability of food;
- school attendance improved by 38%;
- all eight schools are now generating an income through the sale of surplus crops which is funding ongoing maintenance costs and school equipment;
- 5 of the 8 schools have established 'Farm Clubs' where children have the opportunity to learn basic farming skills before and after school (one school has a class of nearly 40 children aged between 5 and 21 with a range of special educational needs and has established farming activity as part of its lesson plan which has been particularly effective for children with autism);
- the success of the project has enabled the charity to secure further funding to roll the Farm to Feed model out across all of its 20 partner schools.











Strengthen and secure access to drinking Water, hygiene and sanitation services for all in Toumodi, Belier Region - Côte d'Ivoire

Habitat for Humanity¹⁰ is one of the world's leading housing charities. As a humanitarian organisation focused on long-term development aid and poverty alleviation, its mission is to build a safe environment where families and

communities can thrive. Since 1976 it has build more than 1.3 million homes and served over 20 million people. Its programmes support a range of home building and community projects across the world focusing on practical support that makes a real tangible difference to the lives of those most in need. This includes the provision of water and sanitation as it believes this is critical to improving health and economic prospects and is an essential aspect of turning a house into a healthy home.

10. https://www.habitatforhumanity.org.uk

In 2019, Habitat for Humanity was awarded a grant of £40,000 for a project to strengthen and secure access to drinking water, hygiene and sanitation services for all in Toumodi, Belier Region in Côte d'Ivoire. The charity's application explained that,

"The project aims to improve WASH status for at least 2,500 school children, 60 teachers in 10 schools and 2,800 people in 10 villages in Toumodi, Belier. The project will support the rehabilitation of water pumps in villages and the construction of latrines in 10 schools. 400 school girls, 60 teachers and 2,000 community members will receive training and engage in activities related to Menstrual Hygiene Management (MHM). The project will also facilitate in construction of 500 household latrines through community led total sanitation approach and promote behaviour change in hygiene and sanitation in the 10 villages."

The Commission agreed to support this project and noted it was a good Water Sanitation and Hygiene (WASH) project in a very needy region of Côte d'Ivoire. It provided a basic need and was sustainable. It would also assist with Ebola virus preparedness where is is always a threat. In addition, there was a good number of benificiaries both at schools and in the wider community.

The Habitat for Humanity project report noted that the Charity itself had provided an additional £9,000 towards the project as always intended. The report also highlighted that Belier is one of the

poorest regions in Cote d'Ivoire, with a poverty rate of 61.8%. According to Habitat for Humanity Côte d'Ivoire (HFHCI)'s recent baseline survey, about 62% of households within the target community in Belier have no access to a sanitation facility and 40% do not have access to clean drinking water. Nearly 83% of them are unaware of proper hygiene practices. Adolescent girls are often absent from school due to inadequate water and sanitation facilities. The project covered 10 villages - Adaou, Akakro-N'gban, Assakra, Dida-Ble, Dida-Kouadiokro, Kpouebo, Moronou, Oussou, Kalekoua and Zougoussi, based on their needs in relation to access to clean water and sanitation facilities in schools and communities.

The project saw the construction of 10 improved school latrines. This involved making compressed (hand-pressed) bricks. To facilitate this activity, five villages were equipped with hand presses so that the volunteer working groups could use the equipment to make bricks for the construction of school latrines and household latrines. The remaining 5 villages had their own presses. With the help of qualified masons, the selected communities built the latrines of the schools in their villages.









The training on menstrual hygiene included the selection and training of 60 teachers (across the ten schools). These teachers then trained the targeted 400 school girls. The training adopted a peer discussion approach. The training was accompanied by the distribution of 400 menstrual hygiene kits in the selected schools. For the sustainability of the project the Charity also oriented local artisans for the production of menstrual kits on demand. Each kit consisted of a sanitary napkin made of cotton fabric with a plastic protection inside which can be easily reproduced locally. Ms. Brou, a teacher at Dida Kouadiokro School (below) said

"This subject remains taboo in our villages and parents do not dare to talk about it with their children but thanks to this training, the schoolgirls were able to express themselves freely on this subject and were very interested."

The project also rehabilitated a total of 10 water pumps in six selected villages. A pump management sub-committee was set up in each of the beneficiary villages. These committees were trained to ensure the better management of the rehabilitated water pumps.

Finally, the construction of household latrines and hygiene training was undertaken. The Charity's field staff conducted weekly awareness campaigns in the selected villages. As a result of the continuous sensitization, a total of 467 new household latrines were built without any subsidy from the project during the implementation period of the project. The remaining 33 household latrines out of 500, had already been built before

the implementation of the project. The construction of the household latrines was coupled with the delivery of training sessions on hygiene practices for more than 2,000 community members.

Feedback from the beneficiaries revealed that water pump repairs and the construction of household latrines has brought a lot of joy to families, especially women and children. Having fresh drinking water nearby is a great relief for them because it will prevent them from walking long distances in search of drinking water. According to beneficiaries' feedback, household latrines make their daily life more comfortable because they no longer need to go into the bush for defecation. Consequently, they are no longer exposed to any kind of bites from dangerous animals.

Mr. Konan Kan from the village of Oussou (below) said –

"My family and I feel safe and peaceful and even at night we can go to toilet with no fear of any kind of danger."









Providing access to safe water and sanitation in girls' schools - Bangladesh

The Impact Foundation¹¹ was established in 1985 when the respected disability prevention campaigner, Sir John Wilson, applied his experience of blindness prevention in Africa and Asia to other needless disabilities around the world. Much of IMPACT's work entails straightforward, low-cost initiatives in impoverished communities designed to prevent needless disability simply, and with the input of local people. Their work includes accessible surgery; early identification and treatment of illnesses; safer motherhood and child survival; safe water and sanitation; ending malnutrition; and health education and training. It works in East Africa and Thailand, Philippines, Sri Lanka, Pakistan, Nepal, India, Cambodia, and Bangladesh.

11. https://www.impact.org.uk



In 2019, the IMPACT Foundation applied for £39,115 funding from the Commission for a providing access to safe water and sanitation in girls' schools project. The application stated,

"Boys' schools are generally better equipped than girls' schools in rural Chuadanga and Meherpur. Installing a safe water source (SIDKO arsenic and other element removal plant to tackle current unsafe supplies) and improving sanitation through upgraded toilets in four girls' schools will redress the balance and improve the health of 5,985 adolescent girls, 115 teachers and 8,000 community members around the schools. It would also enable 1,600 girls to manage their periods free from shame and prevent common menstruation-related absenteeism caused by lack of water and private toilet facilities at school. Muchneeded menstrual health education and kits would be provided."

The Commission agreed to support the project because there were a good number of beneficiaries and it particularly focused on keeping girls in education. It was also addressing the severe difficulties of naturally occurring arsenic in Bangladesh. The Charity was well experienced in this area of work.

The Charity's report noted that the World Health Organization has described the arsenic in Bangladesh water supply as "the largest mass poisoning of a population in history". Chuadanga and Meherpur

in the south-west region are particularly vulnerable due to high levels of arsenic found in water supplies throughout the districts. Due to high levels of poverty, families are unable to source alternatives and are forced to drink contaminated water every day. The target schools were selected for this project due to the presence of dangerous levels of arsenic in the water supply.

The Charity has successfully installed safe water source SIDKO plants at the four schools. Prior to the start of the project, each school set up its own water management committee to oversee the installation of the Plants and manage the ongoing maintenance and organise how the surrounding community could access the water. With help from IMPACT Foundation Bangladesh the committees will take responsibility for the water supply in the long term ensuring effective sustainability of the project, without need for further aid.

IMPACT said in its report that the lack of adequate facilities in girls' schools has historically forced many girls to stay home during menstruation, causing them to miss 2-3 days a month at least of classes. Many girls admitted to wearing pads for a long time to avoid having to change in bathrooms as there was no way of disposing of sanitary items, thus causing unnecessary discomfort and poor hygiene levels. The four toilet blocks have been completed and each one received a water supply to enable installation of hand basins and soap stands. The toilets were painted and tiled to a high







standard to ensure a hygienic and sanitary environment. Covered bins were placed in each of the toilet blocks and in each of the schools an incinerator was installed next to the toilet block to ensure proper disposal of sanitary items.

Menstruation remains a taboo subject throughout Bangladesh with negative cultural attitudes and beliefs still associated with it. IMPACT Foundation is committed to changing behaviours and attitudes by working with schools and communities to educate and support girls in how to manage menstruation in a hygienic way. Four quarterly sessions were held on menstrual health education in each of the four target schools. During the early sessions it was observed that the majority of girls did not know what happened when they experienced menstruation for the first time. Each session was an opportunity to educate girls on their changing bodies, provide information about the menstrual cycle and answer the girls' questions to help to clear misconception and superstitions about menstruation. IMPACT Foundation also provided menstrual health kits, which included two packets of sanitary pads, hand soap bar, a water bottle and a pocket booklet on menstrual hygiene. A total of 1,600 kits were distributed.



Early intervention for children with multisensory impairments in Wakiso, Uganda

Sense International¹² was founded more than 60 years ago. Sense International is a global charity supporting people with deaf-blindness in Bangladesh, India, Kenya, Nepal, Tanzania, Peru, Romania and Uganda. It is one of the world's leading international organisations working for people with deaf-blindness and their families. Children with deaf-blindness in these countries desperately need to receive education and healthcare as without this many would lead short, lonely lives.

In 2019, Sense International was awarded a grant of £39,946 for an early intervention for children with multisensory impairments project in Wakiso, Uganda. The Charity said in its application,

"The project aims to improve health and developmental outcomes for children (0-6 years) with complex

12. https://www.senseinternational.org.uk

sensory impairments in Uganda. 18.000 children will be screened for sensory impairments and all identified with impairments will be referred for appropriate support. 150 children with complex sensory impairments will access basic health services by receiving Early Intervention (EI) therapy. The screening and EI services will be included as priorities in the Wakiso District Local Government Development Plan and budget. The project is critical in providing the time needed for Sense International's piloted and proven approach to be extended and adopted by Wakiso local government."

In supporting this project, the Commission noted that it was a life changing screening programme for disabled children, which also fitted with its ethos of 'reaching the farthest first'. It would be a transformative project for the very high number of beneficiaries and would demonstrate to the local government the benefits of such an approach.

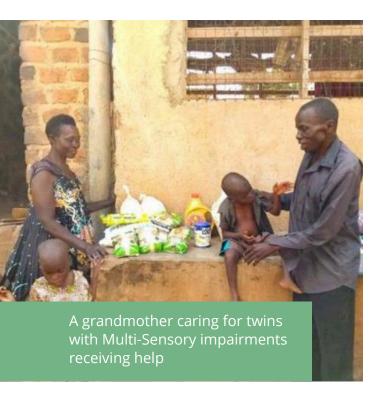
Sense International's report stated that it had exceeded its original target and conducted sensory screening of 26,519 children and reached 212 children through early intervention. The level of commitment from Wakiso local government adopting the screening and early intervention services was high at the end of the project. This was demonstrated through the adoption of the early intervention and screening services in the district development plans for 2021/2022.

The high screening figures were bolstered by the increased awareness raised as a result of the Nationwide Measles-Rubella Immunization Campaign that took place in Uganda in October 2019. Furthermore, the training of screeners, the translation of the risk factor assessment tool into local languages and the on-going support to screeners by occupational therapists and from the Sense International Uganda team all contributed to the high rate of children being screened.

By the end of the project 1,999 children had undergone second stage screening for deaf-blindness/multi-sensory impairments (MSI). Out of this number, 212 children were identified with deaf-blindness / MSI and enrolled onto early intervention therapy sessions. Additionally, 16 children were identified with single sensory impairments and were referred to other services.

Other project activities included the provision of assistive devices and minor surgeries; provision of video training and communication learning materials for parents; monitoring and quality assurance of the early intervention service and ongoing training for staff to ensure continuous improvement; and basic health services of screening and early intervention being included as one of the priorities in the Wakiso District Local Government Development Plan.

The project extended into the COVID-19 Pandemic lockdown and at no additional cost to the Commission donations of food and household items were provided to





selected beneficiaries and their families. During monitoring visits, the team had seen how the situations of some of the families had significantly worsened due to the impact of COVID-19 related restrictions on people's livelihoods. Businesses and other economic activities were brought to a standstill, leaving people with no source of income or financial support to cover their basic needs.

This case study shows the benefits of the project –

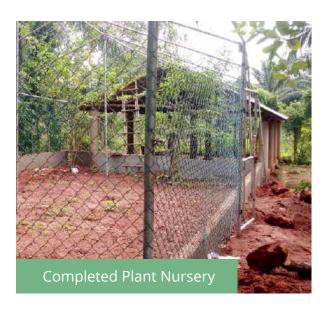
Denis's mother suspected something was wrong with him when he wasn't reaching his developmental milestones. Denis was later diagnosed with Cerebral Palsy. Since joining the early intervention project, Denis is learning how to walk following the support of the OT. Denis was later given a special seat to train him to sit and stand. Denis's parents were also given exercise videos for guidance during his therapy done at home. The family reported great improvements in Denis's mobility. Denis's parents are grateful for the support they have received through the Early Intervention programme and Sense International Uganda. Denis is loved by community members and is not discriminated against whilst playing with children in the neighbourhood. This can be attributed to the care and attention he receives from his family which results in positive attitudes from community members. Denis's mother was so grateful for the support from Sense International Uganda as it has allowed her son to live a less complicated life.



Trees for Life - Benin

The Gaia Foundation¹³ for over 30 years has undertaken initiatives in Africa, South America, Asia and Europe. It works to revive bio-cultural diversity, to regenerate healthy ecosystems and to strengthen community self-governance for climate change resilience. This includes accompanying small-scale, family farmers to enhance their indigenous knowledge and seed varieties in order to safeguard diversity for generations to come and connect with the growing food sovereignty movement.

13. https://www.gaiafoundation.org



In 2019, The Gaia Foundation was awarded a grant of £30,596 for a Trees for Life plant nursery project in Benin. Its application stated,

"In this project, our partner GRABE-Benin will set up a demonstration site and deliver a series of training sessions, with the aim to promote agroecology, provide environmental education and increase livelihood options through ecologically centred agriculture. With the help of a plant nursery, the project will emphasise the value of indigenous plants both in agriculture and for local tree planting, the latter advancing reforestation in the area of Avrankou. 10% of the local population will directly benefit from this project, with indirect benefits extending to all members of the community. "

In supporting this project, the Commission noted that it would provide good practical training in a high need Country. Benin is the 167th poorest Country out of 189 based on the United Nations' Human Development Index. It also recognised the benefits and importance of demonstration farms to encourage sustainable agriculture.

The Gaia Foundation project report confirmed that the achievements included the establishment of a plant nursery. 12,033 endogenous plants were propagated over the course of a year, including trees and vegetables, and these were used for the project activities and also sold to the local community at a lower cost. An area of land was also prepared





for irrigation and a borehole drilled. The irrigation system was installed including two water tanks. This system is used by the farm but also by women living nearby, who are part of the project to water their traditional vegetables and bananas.

Training was undertaken in agroecology and organic agriculture. In total 110 farmers were trained in identification and transplantation of wild vegetables; realization of the nursery of certain plants; improvement of soil fertility by plants; composting from animal droppings; vermicomposting (working with worms); maintenance of the agro-ecological farm; wild vegetable production and their cooking and medicinal uses. A commitment was made by the farmers to share their new knowledge. One group of women started their market gardening focusing on the production of ancestral vegetables using natural animal manures. The intention is that they will no longer need to buy vegetables at the market.





An analog forest was also created on a 3000m2 site. Analog forestry is an approach to ecological restoration which uses natural forests as guides to create economically ecologically stable and socioeconomically productive landscapes. This involved a multidisciplinary group composed of naturalists, geographers, sociologists, foresters, environmentalists, forest managers and agronomists. Over the course of a year 2,085 trees were planted on the site and cared for. The aim was to create a diversified forest for the environment, agriculture and riverside communities. A further 10,000 indigenous plants were planted on 58 other forest and sacred sites in the area.

During the project five people were employed to care for the planted trees; grow an additional 1,820 plants at the nursery, and give talks in the local area to assist with community engagement. There were also three exchange visits between communities, involving 145 people, when sustainable agriculture practices through agroecology, natural resource conservation, and the conservation of traditional seeds and endangered local dishes were discussed. These exchanges involved university professors, NGO leaders, university students, vegetarians, biologists and geneticists.









Enabling marginalised communities to rise out of poverty in eastern Democratic Republic of Congo through Village Savings and Loans

This is Epic¹⁴ is a Guernsey based charity whose team has been involved in Savings & Loans projects in Africa for over 10 years. Its vision is to enable access to informal financial services for as many people as possible living in extreme poverty. This access acts as a help up and catalyst for income generating activities for individuals, families and communities. It has seen first-hand how empowering individuals and communities with the knowledge and skills has a huge positive impact and sustainable difference in the fight against poverty.

In 2019, This is Epic was awarded a grant of £29,095 for a Village Savings & Loans (VSL) project in the Democratic Republic of Congo. The Charity itself also made a contribution of £6,600 to the extended project. The Charity summarised the project as follows:

14. https://www.thisisepic.co.uk

"This project builds on a previously successful project that created 123 groups helping 3,557 individuals to rise from poverty using the Village Savings & Loans model. The project comprises of creating 8 new VSL groups that focus on the marginalised Congo Pygmy population; enhancing the agricultural ability of local Pygmy community enabling greater product output; creating 22 new VSL groups focusing on developing vulnerable women's economic empowerment; reinforcing current groups by further development of economic capabilities. VSL enables those living in poverty to manage their household cash flow more effectively and invest in sustainable incomegenerating businesses. VSL secures and stabilises their future and supports community integration."

In agreeing to support this project, the Commission noted that the Democratic Republic of Congo was a very poor Country with a position of 176th out of 189 countries on the United Nations' Human Development Index. The project was also focusing on marginalised groups - the Pygmy population. The project was multifaceted and included complementary activities to the VSL groups themselves. This is Epic was also a Guernsey Charity with a proven track record.

This is Epic's report explained that the project had three major objectives and these were to establish new VSL groups in Kyotera and Luwero Districts; reinforcing current groups through ongoing business and skills training; and reinforcing local

community schools through construction of two school rooms, installation of solar panels, provision of two water tanks to allow for clean drinking water, and the provision of sanitary towels to girls and provision of school materials.

A total of 34 new groups were formed and trained in the VSL methodology prior to the 2020 COVID-19 lockdown with a further seven finalising their training once the lockdown was lifted, bringing the total new groups to 41 which was above the target. Recruitment, training, community awareness meetings and ongoing monitoring of 189 VSL groups also continued. The total membership of the groups is now over 5,500.

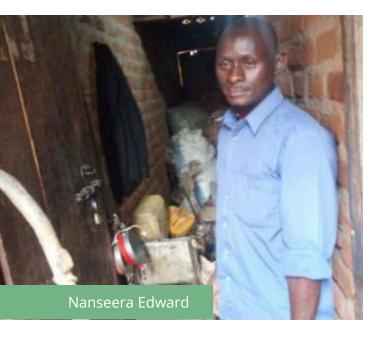
This Is Epic reported that numerous project beneficiaries had been trained in different business-related packages within the advanced business skills and entrepreneurship training. The usefulness of the continuing training had been highlighted through the previous grant awarded by the Commission in 2018, which introduced a piggery project and training. By the end of April 2020 an additional 134 pigs were born, giving another group member the chance to start a piggery business. The additional business training also gave the members the confidence to start a new incomegenerating activity. As more and more members comprehend and appreciate the benefits of the training and piggery farming, some of those who have never received directly from the project have decided to copy their neighbours and purchase their own stock and start out on their own.

A personal testimony from Nanseera



Edward, who said:

"I am a father of four, a member of Nezikookolima VSL in Kalisizo Kyotera district. My life has largely depended on subsistence farming and provision of casual labour. Life was never a bed of roses at all as the struggle was too much as my school-going children had to miss it on several occasions because of defaulting on the tuition. This especially happened when the season harvests were bad and when the people I supplied my labour failed as agreed. This forced me to look for alternative sources of income. This was when I realised that metallic scrap was in high demand and did not require so much capital to start. When I started out in December 2019, I decided to pay rent for business premises where I now operate from. Although not yet at the level I want it, I must say that I can say that hope has returned to my life. With the little profit I make, I can now better pay tuition fees, so my children no longer miss school as much as they used to before."





Two classroom blocks were also constructed at Holy Trinity Nursery & Primary School in Kikungwe, Kyotera. The classrooms were originally a dusty and run-down shed that was not fit for purpose. The Headteacher of the school was very pleased and commented that

"It has been a very challenging time especially during rainy seasons, the classroom would have been too muddy, and the rain would pour into the classroom, now that is no longer an issue".

Two solar panels were also installed to provide light into all the classrooms and enable the pupils to still be able to study during the evenings.

A large 10,000 litre water tank was installed at Lukindu Primary School, Kyotera. To encourage ownership and sustainability, VSL members and parents made a contribution towards the construction of the tank stand. This has helped improve sanitation and provides clean drinking water for the pupils. Water has previously



been a challenge especially for the girls in terms of personal hygiene. It has been a daily routine for pupils to go to the well every morning and evening to fetch water for school use (cooking) and for their own use, which would mean missing classes. On top of providing a large supply of sanitary towels, girls, teachers and parents were taken through a process of training them to show how to make their own sanitary pads using available materials. These pads are cheaper, cleaner, more affordable and reusable compared to what they were previously using. Observed benefits among others include retention and increase in attendance of class even when girls are on their period.

A toilet block pit latrine was constructed at St Joseph Butiikwa Solidali Community Primary School, Luwero. The school had been sharing a pit latrine with the local church, but it was now full and an extreme health risk. The pit latrine was constructed and for ownership and sustainability purposes, VSL members and parents contributed labour to digging the pit. The head teacher commented

"We as teachers are extremely happy, we can use the toilets privately, you cannot imagine what it has been like for so long sharing the same toilet with pupils in an open latrine without doors".









Strengthening Smallholder Farmer Resilience Chitipa, Malawi

Tiyeni Fund¹⁵ is a Malawian NGO with a UK funding arm. It shows farmers how to improve their crop yields, using an extremely low-cost, low-technology set of methods that it has pioneered. Its results have been spectacular, doubling and often tripling crop yields from one harvest to the next. These results are sustained and even improved over time as it builds healthy soils. It does not rely on incentives and inputs to promote adoption of its methods, instead, it responds to demand for its farming technology. Tiyeni means "Let's Go!" in Chichewa, Malawi's most widely spoken language.

New farmers setting out to till their field and break the hard pan

In 2019, the Commission awarded the charity £18,939 for a project aimed at strengthening smallholder farmer resilence in Chipita, a climate vulnerable poor rural community in Malawi. In its application, Tiyeni explained,

"The project aim is to reduce poverty and food shortages for smallholder families in Chitipa. The project will train 1,590 smallholder families, with theory and practical group training in Tiyeni's Deep-Bed farming method. The Deep-Bed method enables communities to build resilience by improving upon the traditional ridge and furrow system. Improvements are made in water retention, soil texture & fertility, plant biodiversity and crop productivity. Project funding will be spent on a Field Officer and tools, inputs and livestock as part of a 'starter pack'."

The Commission agreed to support this application because the project provided good practical training to a satisfactory number of beneficiaries at a modest cost. The Commission noted that this Charity had been supported by the Commission before and had a good track record with successful outcomes.

Tiyeni's project report explained that the project worked with 140 farmers, and trained 30 Agricultural Extension

15. https://www.tiyeni.org

Development Officers (AEDOs) and 60 lead farmers. This enabled over 1.590 smallholder families to adopt Tiyeni's Deep-Bed farming method, through peer-to-peer learning. This included lead farmers teaching fellow farmers, as well as Government Agricultural staff adopting the method as part of their role. Tiyeni reported that not only had food poverty been addressed among adopting farmer families, but a community-based evaluation showed increased and rising income security. One group of farmers reported huge profits from Deep-Bed farming and only minimal profits from conventional farms. A second group again reported Deep-Bed farming profits, but calculated net losses from traditional farms. This has further convinced Malawi Government staff to continue to share Deep-Bed farming technology over a much wider area, along with Tiyeni staff, extending the reach of Deep-Bed farming in this northern area of Malawi.











The project location close to the border of two other countries (Zambia and Tanzania) is also significant. Countries near Malawi suffer from similarly poor crop yields. Tiyeni will hold outreach meetings in these neighbouring countries, some of which have now heard about the successes of Deep-Bed Farming by word of mouth thanks to this project.

Tiyeni said it was going to continue to have a charity presence in Chitipa, as the area moves into year 2 of Tiyeni's Deep-Bed intervention and the communities will receive support and oversight from its Training Manager. The project legacy is one of sustainable impacts and Tiyeni will embed the benefits and gains made. The communities are well on their way to self-sufficiency and many new activities and ways of working are in place which will allow families to advance their livelihoods independently. Tiyeni will in time be ensuring that ownership is passed on completely to local leaders, government officials and the farmers themselves.





Improving patient services at Bethanie medical clinic – Burkina Faso

Transform Burkina¹⁶ was founded in 2010 out of first-hand experience of poverty in Burkina Faso. Its aim is to eradicate poverty in the Country 'one life at a time' and works in partnership with local organisations and communities. To achieve this aim, it has developed a number of programmes, which are transforming lives in health, education, clean water and micro credit.

In 2019, Transform Burkina was awarded a grant of £11,461 to improve patient services at Bethanie medical clinic – Burkino Faso. The charity's application said that the project was,

"To provide simple cooking and eating facilities at a medical clinic serving over 120,000 people, living on very low incomes in a large informal settlement on the edge of Ouagadougou, Burkina Faso. There is currently nowhere at the clinic to prepare or eat food, which creates problems particularly for in patients, but also for those that travel in for clinics and appointments."

16. https://www.transformburkina.org.uk





In agreeing to support this project, the Commission noted that it was a modest request for potentially a very high number of beneficiaries in a very needy region.

Burkina Faso was the 182nd poorest Country out of 189 on the United Nations' Human Development Index. The project would also support existing health services and the Charity was experienced in both the Country and the type of project. It was a small project but with a big impact which may also assist in encouraging access to health care.

The Charity reported that the project to develop a kitchen and dining-room had been completed and had been a success. For in-patients and their families the lack of any catering facilities had been a significant problem. Most of the patients live below the 'poverty line' of the equivalent of \$2 per day and few could afford to buy food. For those who visit for consultations and clinics, particularly those with small children who come to the busy post and ante natal clinics, the facility would be invaluable. Lack of local transport infrastructure or funds to pay for travel meant that many would have walked for some distance to attend the centre and the ability to prepare food for themselves and their children was most welcome as they wait or before they return home. The facilities had been designed by local architects to meet the needs of local people and customs.

The aim of the building was to give those visiting the clinic and their families the space to cook and eat on the premises, provide food for in-patients at the clinic and provide food for those who might otherwise have none. Whilst visitors are on the premises the staff at the Centre are also able to informally educate them in diet and staying healthy, which includes expectant mothers. An update added that during the Covid-19 pandemic, this had been an invaluable resource as staff had been able to educate people regarding keeping themselves and others safe by teaching and encouraging social distancing, maskwearing and good hygiene.

This project forms part of an on-going capital development of the facilities and infrastructure at the clinic including inpatient unit and laboratory, together with toilets and other ancillary buildings. The Commission funded the construction of a perimeter wall around the clinic in 2016.





School development project in Gulmi District of Nepal

United World Schools¹⁷ states that education transforms lives. It works in hard-to-reach areas to give every child access to quality education. It partners with local communities and supporters around the world to teach the unreached. Its mission is to improve, through education, life opportunities for some of the world's poorest children living in remote and marginalised communities. It works in Cambodia, Myanmar and Nepal and provides inclusive education, overcoming barriers including gender, disability, poverty, ethnicity, religion and language.

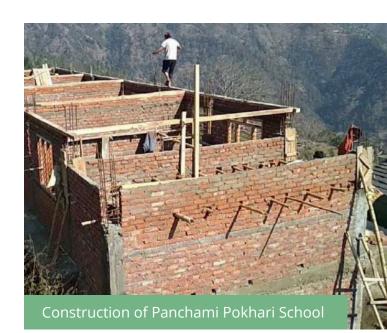
In 2019, United World Schools was awarded a grant of £29,415 for a school development project in Gulmi District in Nepal. The charity summarised the project as follows:

"United World Schools provides primary education to children in remote and marginalised communities that are beyond the reach of the government. This project will bring education to up to 200 children in an ethnic-minority community in Nepal that currently

has no educational facilities. We will construct and resource an eight-classroom school, with a well and toilet block in Panchami Pokhari village. We will train teachers from the local community to work alongside government teachers in the school. After one year we will partner the school with another school in a more affluent country, which will fund its ongoing running costs."

In agreeing to support this project, the Commission noted that the project focussed on providing education to an ethnic minority with no access to government schools. The project was working with a marganalised community which fitted within the ethos of 'reaching the farthest first'. There was a real need and the Charity had an established a good track record with the Commission.

United World School's reported that the school in the highly remote community of Panchami Pokhari had been completed



17. https://www.unitedworldschools.org

and was now open and full of students. This community had no previous access to education and this school would now serve over 200 students at any one time for generations to come.

The Community donated the land for the school site and provided additional labour to support the skilled construction teams throughout the building process. The building is earthquake resistant and follows government guidelines for school buildings in the District. It has solar panels to provide electricity. As the community is large the two-storey building was designed to house eight classrooms, meaning students can remain in the school from Grade 1 through Grade 8. This makes the school one of the largest in Nepal serving both primary and middle school students.

The Charity reports that moving forward the school will be visited each month by the Charity's education team to work with teachers in the school. At a local level a governing body of parents and community members has been established which will provide local leadership and support the operation of the school – they will receive regular traning in school management.

The Charity is also building teacher capacity. It notes that in addition to the standard training delivered to all new United World Schools' staff, teachers in Panchami Pokhari School have attended a 'Positive Behaviour Management and Student Engagement' training. The same training in other schools has led to very positive results. The Charity will build on this initial training by providing sessions on safeguarding, disaster preparedness and mental health.







Classrooms have been fitted with early-years furniture

SECTION FIVE

2019 Disaster and Emergency Relief Applications

2019 Disaster and Emergency Relief Applications

In 2019, the Commission made six separate awards from its Disaster and Emergency Relief budget of £200,000. The details of these awards and the recipient charities are set out below:

Charity	Details	Amount/Date
Disasters Emergency Committee (DEC)	Cyclone Idai Appeal One of the worst weather-related disasters to hit the southern hemisphere in modern history. The cyclone cut a devastating path through Mozambique, Malawi and neighbouring Zimbabwe. The provision of food and shelter.	£30,000 March 2019
Portsmouth Catholic Diocese	Civil unrest in Cameroon - Bamenda Humanitarian crisis – Relief funding for tens of thousands of people displaced from their homes due to civil unrest.	£20,000 August 2019
Friendship UK	Floods in Bangladesh - Northern, North Eastern and South Eastern districts Over 1 million people affected. The provision of food, cattle feed, a medical camp, medicine, emergency tube-wells, latrines, and emergency repairs to schools etc.	£30,000 August 2019
The Butterfly Tree	Zambia Drought - Kazungula District The area was on the verge of a widespread famine due to the crops of rural people perishing. The provision, transportation and distribution of bags of maize.	£30,000 September 2019
Humanitarian Aid Relief Trust (HART)	South Sudan Floods - Gogrial State Farms and livelihoods of approximately 1,400 households had been completely destroyed by rain. The provision of food, blankets, mosquito nets, soap and plastic sheets to 7,000 people.	£35,000 September 2019
Humanitarian Aid Relief Trust (HART)	Nigeria conflict - North and Middle Belt Ongoing insurgency of the Fulani herdsman. Thousands of innocent civilians killed and displaced in attacks. The provision of food, shelter, blankets, medical assistance, clinic repairs, and farming aids.	£25,000 December 2019 £170,000

The Commission asks charities receiving disaster or emergency aid funding to provide a report within six months of the award explaining how the money from the Commission was used as part of the charity's response.

The following case reviews have been prepared from the charity's reports to the Commission:

Disasters Emergency Committee - Cycline Idai Appeal

The DEC launched the Cyclone Idai Appeal on 21st March 2019 after Cyclone Idai swept through Mozambique, Malawi and Zimbabwe on the night of the 14th and 15th March. Strong winds and widespread flooding ripped apart roads, bridges, houses, schools and health facilities and submerged vast swathes of agricultural land. Another major cyclone, Kenneth, followed Idai a few weeks later, the first time in recorded history that two strong tropical cyclones had made landfall in Mozambique in the same season. Across the three countries, at least 900 people were killed and around three million were left in desperate need of humanitarian assistance.

Gerald Bourke from the World Food Programme reported on 19th March that,

"People who have overflown the area speak of inland oceans running for mile after mile, with water above tree level."



DEC member charities worked closely with national partners to support government-led relief efforts in Malawi, Mozambique and Zimbabwe. With sanitation facilities wrecked and water sources inundated with contaminated floodwater, they prioritised delivering clean water and building toilets and handwashing facilities to help tackle an outbreak of cholera that began within a few weeks of the disaster. They also delivered emergency shelter materials and blankets, food such as pulses and maize flour, and urgent health assistance.



The Commission's contribution to the appeal was a grant of £30,000. The DEC raised a total of £43 million, including £4 million from the UK Government's Aid Match scheme. During the first six months (March to the end of September 2019), DEC funds enabled member charities to provide assistance to more than 352,800 people. This included 57,400 people receiving food parcels, 15,700 families receiving shelter materials, 180,700 people receiving hygiene kits, 220,700 people receiving agricultural resources, 56,500 families receiving bedding and cooking equipment, 11,000 women and children attended safe spaces, and 6 health facilities were renovated.

The DEC reported that during the second phase of the DEC-funded response (October 2019 to March 2021), DEC member charities would continue to support people whose livelihoods were destroyed, providing seeds and tools to replant farmland, training to acquire new skills, and cash grants to rebuild or start new businesses. They will also prioritise delivering clean water and building toilets and handwashing facilities, alongside providing safe spaces for women and girls, rehabilitating schools to allow children to return to school, and providing support with mental health issues.

The Commission was pleased to note that Disaster risk reduction and preparedness would also be a focus. Planned interventions included providing training in disease surveillance to strengthen government early warning systems; promoting conservation and climatesmart agriculture; training village child protection committees on evacuation and

first aid; providing early warning systems equipment; and supporting afforestation initiatives.

Friendship UK - Floods in Bangladesh in Northern, North Eastern and South Eastern Districts

The Commission received a request from UK registered Charity, Friendship UK, in late July 2019 for emergency aid to help fund the response to the flood affected people of the Northern part of Bangladesh. The Commission had previously supported Friendship UK Grant Aid Award projects in 2018 and 2019 in Bangladesh, with the construction of health clinics in both Mongla and Chalna.

The emergency aid request followed heavy monsoon rainfall which started on 9th July throughout the Country, but especially affected the upstream regions adjacent to the Northern border.

Friendship UK reported that there was massive flooding in low lying areas of Northern, North Eastern and South Eastern districts of Bangladesh causing river erosion, breached dams, broken road and rail links, inundated crop fields and forced educational institutions to close. It had also led to a shortage of food and drinking water and caused water-borne diseases. Flood waters had destroyed green fodder, thus affecting cattle severely and submerged thousands of hectares of paddy and vegetable fields, mainly in the Northern districts, affecting the farmers significantly.

The Commission's own research showed that the flooding in Bangladesh had affected more than 4.7 million people with damage to more than 135,600 houses.

The Commission noted that Friendship UK's response would include the provision of food; shelter; an emergency medical camp; medicine; emergency tubewells; emergency latrines; cattle feed; and emergency repairs to schools and vocational training centres.

The Commission's grant of £30,000 was specifically used to provide food and nutrition packets, cattle feed and vaccinations. Access to these items was recognised as the priority for the affected people at that moment, based upon Field Reports prepared by Friendship personnel at Gaibandha, media reports, NGO reports and government information. The subdistricts of Gaibandha Sadar and Fulchari of the Gaibandha district were selected for the project as they were the most impacted among the regions of the North with 17,472 households affected.

In October 2019 Friendship UK reported that while the flood was over and the flood affected people had returned to their homes, the severity of the crisis had continued. In total, 883 tube wells have been damaged beyond repair, while more than 22,000 further tube wells have been partially damaged. 2,233 latrines have been damaged beyond repair, while more than 26,000 further latrines have been partially damaged. In total, 1,086 houses have been either washed away or fully damaged, while around 7,500 further homes were damaged partially (but still severely). In total, crops in around 8,000 acres of land in Friendship UK's working areas had been entirely washed away, directly impacting livelihood and food options for 20,000 households. However, Friendship UK confirmed that it had already started an extensive rehabilitation project targeting the above communities.

The Butterfly Tree - Zambia Drought in Kazungula District

In July 2019 the Commission received a request from the UK registered Charity, The Butterfly Tree, for emergency aid. The Commission had previously partnered with The Butterfly Tree on several Grant Aid Award projects in the Kazungula District, Zambia, including providing additional



educational / sanitation facilities at a school; replacing and expanding a health centre; and providing a health post.

The Butterfly Tree reported that a severe drought in Southern, Western and parts of Central Provinces of Zambia had resulted in hunger and in some areas famine. The rainy season, which should have started in December and ended in April, was extremely poor. This and the combination of unseasonably high temperatures had caused acute food shortages and lack of water. Rural communities that depended on home-grown food had lost all their crops. The situation had since worsened and the area was on the verge of a widespread famine. Farmers' crops had perished and in some areas no crops were planted due to the lack of rain. Elderly local people claimed that it is the worst drought they have ever experienced.

The Commission's grant of £30,000 paid for the purchase, transportation and distribution of 3,428 (25kg) bags of roller meal (maize) which has a higher nutritious content than the similar mealie meal. One bag will last a family of four for a month. 3,428 bags equates to feeding over 4,500 people for three months. The Butterfly Tree, working with Headmen in each community, selected the most vulnerable people as beneficiaries. These included orphans, women with children, those with HIV, and the elderly and disabled. The bags had to be transported for up to 250km and virtually all the distribution points were based at schools to allow for secure storage.



During the distribution it was apparent that there was a great deal of hunger, with some saying that had not eaten a meal for two weeks, others were reduced to one small meal per day while many were relying on local fruits and wild roots. Sometimes people would collapse with weakness while queuing for maize. There were heart breaking stories – in Muyunda when an old lady was asked by a volunteer what she was giving to her grandchildren she replied,

"I mix the little maize I have with cow dung to make it go further".



In Bunsanga children had been hospitalised after eating wild root and others had died from this. In Dundumwezi two women died after delivering babies as they had nothing to eat. A man cycled 15km to sell the iron sheets of his roof to buy food. He had six children and the family had not eaten a meal for two weeks. He later collapsed and had to be carried back to his village. A woman, from a village, walked 15km with four young children in search of food, she was given a bag of maize and carried the 25kg on her head back to her village as there was no transport. One of the Charity volunteers found a heavily pregnant women who had fallen off her bike and cut her head. She was attempting to cycle 20km to Singwamba clinic for a checkup. When he took her to seek medical attention, she said she had blacked out, and on examination the medical officer said she was starving. Some community schools had to close due to hunger, other schools reported increased absenteeism for the same reason. Farmers were found selling all their livestock due to water shortages and need for money to purchase food. People reported eating seeds in desperation and had no seeds for planting. The Charity volunteers observed vast amounts of forests being cut down for burning charcoal to buy food.

The Butterfly Tree confirmed that it would continue to support the people as much as funds permitted. Including the Commission's contribution, it had raised almost £100,000 solely for food distribution. It noted that farmers who could plant in December 2019 would not be able to harvest until April 2020. Rains had started in most areas in December

2019 but it was still very dry. In addition to food distribution, The Butterfly Tree reported that it had installed six boreholes in schools and villages, with another five scheduled by the end of 2019.

The Commission notes this particular grant was a good example of the way a small jurisdiction such as the Bailiwick of Guernsey can target support for other small communities where localised and often unreported emergencies have occurred. Through its previous Grant Aid Awards to a small Charity and the consequent established relationship, the Commission became aware of a crisis which had received little or no media attention in Great Britain. The Commission was then able to make a significant contribution to help the Charity's volunteers on the ground to alleviate hardship and possibly save lives.



SECTION SIX

Community Partnerships

Ille et Vilaine

In June 2017, Guernsey signed a partnership agreement with the authorities for the Ille et Vilaine départment of France. The agreement identified the following areas for potential co-operation between Guernsey and Ille et Vilaine:

- Education, youth mobility and sport
- Culture
- Exchange of civil servants and good practice
- Any other areas of common interest.

The Ille et Vilaine authority has a small overseas development budget of around €60,000 per annum. This is distributed via Brittany-based charities working in the field of overseas development (mostly in former French colonies in Africa, including Mali, Niger and Sierra Leone).

During an exchange visit of Ille et Vilaine civil servants in Autumn 2017, the officer with responsibility for the region's overseas aid budget spent time with the Commission's Secretary and also attended part of one of the Commission's funding meetings. The possibility of a partnership or shared funding agreement between the Commission and one of the French charities receiving support from Ille et Vilaine were discussed as options to strengthen the States' partnership agreement with the authorities for the Ille et Vilaine départment of France.

These discussions were further explored by the Commission. The Commission considered the best option would be to agree a partnership under the broad

umbrella of the Commission's community partnerships. The Commission agreed that it would invite the authorities in Ille et Vilaine to propose suitable projects to the Commission from the applications submitted by their local overseas aid charities and the Commission would then select one or more projects for cofunding. Under the agreement, Ille et Vilaine is responsible for undertaking the compliance checks on the recipient charity or charities and monitoring the delivery of the project, but again these are based on the checks the Commission makes of the charities applying for funding through its grant aid awards programme. Once the project has been completed, the Ille et Vilaine charity will provide a copy of the project report to the Commission and the Commission would report on the partnership through its annual report.

Following further consultation with the Policy & Resources Committee and the authorities in Ille et Vilaine, it was agreed to establish partnership working as part of the Commission's wider community partnerships programme.

The Commission recognised that many of the French charities working overseas the Commission may partner with were working in former French colonies within Africa. The Commission was mindful that some of these countries were amongst the poorest in African and there were fewer British overseas aid agencies working within them.

In October 2018, the Commission signed a framework agreement (see Appendix 2) with Ille et Vilaine for great collaboration to develop and implement a funding protocol between the Department of Ille-et-Vilaine



and the Commission, for the Commission to be able to provide financial support to charitable organisations based in Ille-et-Vilaine.

Under this framework agreement, the Commission will work closely with Ille et Vilaine to identify opportunities for joint sponsorship of development aid projects in some of the poorest regions of African.

Deputy Yerby, the Commission's President said,

"We are delighted to be able to enter into this partnership and believe it will provide greater opportunities to strengthen Guernsey's contribution of overseas aid and development by working closely with colleagues in Ille et Vilaine and charitable bodies in that region. The Commission has carefully examined the due diligence

and governance checks undertaken on the charities receiving funding from Ille et Vilaine and is satisfied that these closely match those undertaken by the Commission when awarding grants to Guernsey and UK-based development aid charities. The Commission is therefore delighted to be able to extend financial support under its mandate to develop programmes relating to the collection and distribution of funds involving the private and charitable sector."

Deputy Jonathan Le Tocq, on behalf of the Policy & Resources Committee said,

"The cooperation agreement with Ille et Vilaine is an important tool to facilitate closer joint working with some of our closest neighbours, and in these times of change it is important to ensure that we continue to build on and strengthen these links. Guernsey is developing a mature international identity and I welcome the signing of this framework agreement for collaboration on overseas aid projects, which is a concrete example of the joint projects that are possible under the cooperation agreement with Ille et Vilaine. This collaboration will provide real and tangible benefits to individuals who are most in need of our assistance, and it is a pleasure to be able to work with our Breton neighbours to provide this aid."

President Conseil Départemental of Ille-et-Vilaine, Jean-Luc Chenut said: "I am very pleased to have attended the annual summit as part of the cooperation agreement between Ille et Vilaine and the Channel Islands. The geographic proximity of our territories provides us with opportunities for cooperation on economic, touristic, educational, cultural and environmental matters for the mutual benefit of all three jurisdictions. It is for this reason that the Conseil Départemental of Ille-et-Vilaine is fully committed to pursuing the already longstanding cooperation with the Channel Islands."

In May 2018, the Commission agreed to support four projects and make awards of between €3,000 and €10,000. The following programmes were selected:

Charity	Project Location	Project Outline	Number of Beneficiaries	Amount of funding agreed
Secours Populaire	Benin	Improve nutrition programme for children aged 0 to 5 years in 4 communities in Benin	4,500 children across 1,890 families	€5,000 Total project budget - €206,727
Association Burkina 35	Burkina Faso	Creation of 4 boreholes equipped with hand pumps and rehabilitation of 4 boreholes with hand pumps	7 villages	€3,000 Total project budget - €32,804
Association Ille-et-Vilaine Mopti	Mali	Provision of drinking water to 6 villages / 5,600 people	6 villages / 5,600 people	€10,000 Total project budget - €235,705
TERIA	Mali	Provision of drinking water and a solar pump and water storage tower in the village of Tendeli	800 people	€3,000 Total project budget - €20,900



Association TERIA

Provision of drinking water and a solar pump and water storage tower in the village of Tendeli, Mali

The project was to provide drinking water with a solar pump and water storage tower in the village of Tendeli, Mali.

Association TERIA's main mission is to seek to provide schooling for children. The provision of accessible water frees many children from the time-consuming task of collecting water from some distance away and therefore allows them to attend school instead.

The village of Tendeli has a population of 4,320 people and a very large livestock population. The condition of the current water supply did not allow the water needs of the population in four of its neighbourhoods to be met. The consumption of water came from open wells which promoted the development of diseases.



The Water tower with the solar power plant above







In 2016, the Association Teria supported access to drinking water for parts of Tendeli village by installing a solar pump, as well as the construction of a water tower and strengthening the village's water management committee. Building

on this success, the 2018 project involved the renovation and construction of a water supply system to meet the needs of four further village neighbourhoods representing about 700 to 800 people.

The installation of the solar pump and water tower was undertaken by technicians but the earthworks, trenches and evacuations of the land were carried out by the villagers of Tendeli, as well as the hosting of the visiting technicians.

In June 2019, the Commission agreed to support four projects and make awards of between €1,500 and €5,000. The following programmes were selected:

Charity	Project Location	Project Outline	Number of Beneficiaries	Amount of funding agreed
TERIA	Mali & Burkina Faso	Providing equipment including desks and chairs, for 16 rural village schools.	1000 students	€1,500 (Ille-et-Vilaine funded €1,500)
Agro Sans Frontier	Mali	Build a refrigerated store for seed and crop potatoes for the Bandiagara Potato Growers' Cooperative	Bandiagara Potato Gowers' Cooperative	€5,000 (Ille-et- vilaine funded) €5,500)
Projet Kergui	Senegal	Supporting disabled people in Dakar	200	€5,000 (Ille-et- Vilaine funded €5,500)
Voyages Autre Monde	Senegal	Construct a well in a rural area	3000 to 4000 people	€2,500 (Ille-et- villaine funded €2,500)

The Commission will report on these programmes in its 2020 Annual Report.



World Aid Walk 2019

In 2019, the Commission continued to build and foster relationships with Guernsey charities and businesses as part of its wider mandate to enter into partnerships as it believes it will provide greater opportunities to strengthen Guernsey's contribution to overseas aid and development. One example of this is the World Aid Walk. This was the fourth year the Commission had agreed to match fund the sponsorship raised by walkers £1 for £1.

The Commission's decision reflected its recognition as to how much part of Island life the World Aid Walk has become since its inception in 1970 and the huge difference the funds raised by countless walkers since then has made to the lives of some of the poorest people in the world. It began as a small local event organised by Roy Banniers and his friend Ken Wild. The Commission also recognised that this is now very much a whole community event with walks also arranged in Alderney, Sark and Herm.







The following charities benefited from the sponsorship money and the Commission's matched funding of £3,780 each and advised the Commission that the money would be used to support the following projects:



The funding will be used towards an 'Address Violence Against Woman and Girls in Tanzania' project in Zanzibar. This project reaches out to raise community awareness on gender based violence, its magnitude, and the impact. The initiative includes sessions with women on strategies to protect themselves; school meetings to discuss gender equality and changing societal norms; and identifying women who could benefit from start-up grants, training on entrepreneurship, and inclusion in the formation of 6 income generation groups.



The funding will be used towards its work in the Suluaan Islands in the Philippines as part of its Island to Island project. Christian Aid has been supporting on site charity partner ICSC to help with power infrastructure following the devastation caused by Typhoon Haiyaan. In particular it will help to pay for Solar powered street lighting on school routes.

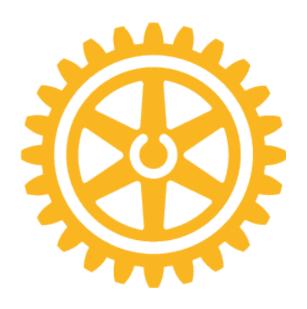


The Eleanor Foundation

The charity will use the money to construct four shallow wells in Kagera, Tanzania. The work is part of the charity's wider programme to provide clean water to this region of Tanzania. Since 2014 it has built 68 shallow wells serving approximately 80,000 people. These four additional wells will serve at least 3,000 people.



The charity proposes to use the money to support its ongoing work in the Democratic Republic of the Congo to establish village savings and loans schemes to bring basic banking skills to poor and remote communities that struggle to access traditional sources of finance. It will be used to enhance the skills of 16 existing village savings and loans groups, created through the 2018 World Aid Walk fundraising, and establish at least a further 8 new groups.



Rotary Club of Guernsey

The Commission was approached by the Rotary Club of Guernsey regarding a project in the Republic of Vanuatu, an Island Country located in the South Pacific Ocean. Vanuatu is ranked 138th out of 189 countries on the United Nations' Human Development Index.

The Rotary Club of Guernsey had been asked to support the Rotary Club of Brown's Bay in New Zealand with a project for Tafea College on Tanna Island (one of the islands of Vanuatu). The President of the Rotary Club of Brown's Bay is a former Guernsey resident and also a Member of the Rotary Club of Guernsey. The Rotary Club of Guernsey itself was looking to raise NZ \$2,500 in total towards the project total of NZ \$32,000, with NZ \$1,250.00 (approximately £665.00) coming from its own funds. It was applying for a matched funding contribution from the Commission of £665.00.

The project was a rainwater harvesting project for a high school with 400 boarders. Its major issue was that it had an acute water shortage with only one hour of water available each morning and night. The water was from a bore hole which was of poor quality for drinking and insufficient for washing. The bore water had high levels of fluoride which exceeded World Health Organisation standards for drinking. The high school consisted of 30 to 40 buildings with good corrugated iron roofs, but with no guttering, and so rainwater harvesting was an obvious solution.

The Commission had previously provided a Disaster and Emergency Relief Award of £10,000 to Oxfam to support that Charity's response to a devastating cyclone which struck Vanuatu in 2015. The Commission also obviously has a natural empathy for small Islands and recognises that small island nations can be particularly vulnerable, in a way that bigger places are not because the latter tend to have stronger infrastructures. The Commission was therefore pleased to make this small donation of £665.00.

SECTION SEVEN

Governance and oversight of awards

Introduction

As reported in previous annual reports, the Commission continues to emphasise to the charities the importance of compliance with the reporting requirements.

Compliance with these requirements is closely monitored and sanctions may be imposed should a charity fail to comply with the reporting requirements.

The Commission also takes account of issues which may be of wider public concern for Guernsey. The Commission is cognisant that in supporting a charity project or programme, it is effectively entering into a formal relationship with that charity which goes much wider than a simple financial relationship. It is important that neither party undermines the reputation or public trust in the other. For example, where a charity has publicly espoused negative views about Guernsey, it may be in neither the charity's nor in Guernsey's interest to enter into a formal (including financial) relationship.

Other considerations linked to reputational damage for Guernsey and the wider international development sector include other significant breaches of trust, noncompliance or decisions made by charity trustees that significantly affect public trust and confidence in charity.

Prior to the confirmation of any award, all charities whose application is shortlisted for a possible award are required to complete a detailed due diligence questionnaire for the Commission to assess that the charity has in place appropriate:

- Constitution documents which cover the good governance of the charity;
- Independent oversight of the charity's finances and disbursements;
- Safeguards to ensure that its funds are protected from all forms of financial crime, including anti-money laundering and terrorist financing measures; and
- Measures to protect from staff, volunteers and beneficiaries from sexual exploitation and abuse and harassment.

The Commission recognises that the charitable sector is very large and diverse and has a significant combined annual income. It is essential for each charity to have in place an appropriate governance framework which ensures public confidence in the administration, management, transparency and integrity of the charitable sector. This will also demonstrate to other stakeholders that the third sector is a mature sector which is regarded as such by both government and the sector itself.

With the above in mind, in early 2019, the Commission was subject of an internal audit to provide assurance and advice over fraud risk management and internal controls (see 'Internal Audit' further below).

Fraud Risk

As highlighted in this section, the Commission fully acknowledges that it has to be continually alive to the risk of fraud. In December 2018, the Commission received an email advising it that the Chief Executive of a small charity working in Uganda had diverted money from an approved grant to build a house for himself and his family. The Commission immediately suspended any further grant payments to the charity. The allegations related to the first instalment of a grant totalling under £20,000.

The Commission has been advised that, in order to protect the identity of the author of the initial email, it should not make public any information about the charity that may result in the identification of the charity. For this reason, the Commission is unable to provide any further details about the charity or the project from which money is alleged to have been diverted.

Following its own enquiries and taking advice from officers within the Economic Crime Unit at Bailiwick Law Enforcement. the Commission submitted a detailed serious incident report to the Charity Commission for England and Wales setting out why it believed that money awarded for a specific development project had been diverted to benefit the charity's Chief Executive. The Commission also reported the matter formally to the UK's Action Fraud Team on the advice of officers within the Guernsey Economic Crime Unit as the alleged fraud related to the transfer of money from the charity's UK bank accounts to accounts held by the Chief Executive and/or the charity itself.

Having consulted with the Policy & Resources Committee and the States Head of Internal Audit, the Commission agreed that, until the outcome of any investigations by the Charity Commission for England and Wales and the UK's Action Fraud Team, the charity should be suspended from being able to apply for any further funding and no further money should be transferred from the Commission to the charity. The Commission advised the charity of its decision and the reasons for the decision in December 2018 and requested copies of all invoices and contract agreements in respect of the project. The charity responded to the Commission's email on 28th January 2019 denying the allegations and promising to send the additional information requested. To date, despite sending several chasing emails, the Commission has heard nothing further from the charity.

In late-2019 Action Fraud advised the Commission that as the charity's Chief Executive was no longer resident in the UK it had been unable to progress any meaningful investigation and so had closed the file. To date, despite numerous chaser emails, the Commission has not been notified of any outcome from the Charity Commission for England and Wales in response to the serious incident report submitted in January 2019.

The Commission is disappointed with the lack of response from the Charity Commission but accepts that the amount involved may be regarded as small in terms of the Charity Commission's role. The Commission recognises that when

any funds are unlawfully diverted by those receiving the funding every endeavour should be made to recover the money and for those responsible to be reported to the relevant authorities. In respect of this matter, the Commission believes that it acted swiftly as soon as there was any evidence of wrongdoing and has explored every avenue to recover the money and has raised its concerns with the relevant authorities both within the States and through other regulatory and investigatory bodies. Further, the Commission has proactively strengthened it procedures and practices to mitigate the risk of grants being fraudulently diverted from the intended and agreed use. In doing so, the Commission has taken advice from experienced practitioners in the development aid field (see 'Internal Audit' below).

In conclusion, the Commission is disappointed that it has not be possible to recover the proportion of the grant which was subject of this fraud but is confident that the risks of similar fraudulent events have been significantly mitigated by the additional measures it has put in place.

Internal Audit

In early 2019, the Commission was subject of an internal audit to provide assurance and advice over fraud risk management and internal controls relating to key elements in its activity and processes. The Commission co-operated fully with the audit which was led by an external auditor with over 30 years' experience in financial management, including experience in both the charitable and development aid sectors.

The Internal Audit report highlighted the following existing areas of good practice in respect of the Commission's fraud risk management resilience:

- Redevelopment of the management information and tracking system since the previous Internal Audit report;
- The Commission has continually improved and updated this system to reflect its needs;
- Introduction of new due diligence provisions in 2017 relating to antimoney laundering and counterfinancing of terrorism, particularly requiring that no senior management appear on the sanctions list; and
- Introduction of new due diligence provisions in 2018 relating to good governance, including requiring that the grant applicant is not under current investigation by the Charity Commission.

The report also noted evidence of thorough compliance checks being carried out in relation to the current due diligence process. Evidence for each of these requirements was supplied by the applicant, but was also independently verified, where possible, by the Commission's officers.

The internal audit made a number of recommendations and the Commission has adopted all of them and many were implemented before receipt of the final report. The below table sets out the Commission's response to the recommendations identified during the course of this internal audit.

Critical Recommendation **Status** The Secretary, OA&DC, should produce Completed – when introducing the prenew guidance detailing the minimum registration process, the Commission standards for governance and oversight took the opportunity of explaining the between the UK grant recipient and their minimum standards for governance and in-country delivery partner. oversight between the UK grant recipient and their in-country delivery partner a charity will need to achieve to satisfy the registration requirements. The Secretary, OA&DC, should develop Addressed in the Commission's 2019 an internal resourcing plan as part of the policy letter <u>"Our Place in the World:</u> recommendations for 2020 onwards. This the next ten years of overseas aid in plan should provide a costed plan for Guernsey"1_ the support costs required for effective governance based on the possible future shape of the programme at the different levels (0.2%, 0.3%, 0.5% and 0.7%). The Secretary, OA&DC, should update the Completed - the Commission revised and grant agreement to clearly articulate the strengthened the 2019 grant agreement during Commission's rules and requirements in the audit process; it also revised the relevant relation to management of the grant. sections in its guidance notes for charities.

Highly Desirable					
Recommendation	Status				
The Secretary, OA&DC, should consider the recommendations on programme development as part of the already initiated review for 2021 onwards.	Addressed in the Commission's 2019 policy letter <u>"Our Place in the World:</u> the next ten years of overseas aid in Guernsey" ²				
The Secretary, OA&DC, should liaise with the Finance Business Partner to request a new profit centre for Community Partnership Awards.	Completed				

1 & 2. P2019/44 of Billet d'Etat XIII of 2019 refers

The Secretary, OA&DC, should consider reviewing guidance on budgeting in relation to claims for overheads.

Completed – the Commission's guidance notes for applicant charities has been updated to address budgeting in relation to claims for overheads.

The Secretary, OA&DC, should consider proposing a new 'red line' for inclusion in the registration process; inaccurate or incomplete records held at Charity Commission (or relevant regulator) and Companies House (if applicable).

Completed

The Secretary, OA&DC, should develop and implement a risk based approach for due diligence assessments. Completed - pre-existing due diligence assessment process has been further revised and strengthened.

The Secretary, OA&DC, should review the recommendations to strengthen the enhanced due diligence process and develop and agree an implementation plan with the Commission.

Completed / Ongoing - pre-existing due diligence assessment process has been further revised and strengthened; the Commission is committed to further enhancing the due diligence process.

The Secretary, OA&DC, should review the current arrangements for raising complaints/whistleblowing in the special context of the Commission programme.

Ongoing – the Commission is in discussion with the States Deputy Whistleblowing Officer to ensure that strengthened arrangements for raising complaints are dovetailed with the States Whistleblowing Policy.

The Secretary, OA&DC, should present a paper to the Commission recommending that funding be allocated to expenditure verification audits for higher value projects.

Ongoing - this recommendation will be addressed when the Commission prepares its policy for such higher value projects and the associated guidance notes and due diligence checks, etc.; the Commission was due to make such higher value awards as part of the 2021 funding round but this was suspended due to a reduction in the Commission's budget in both 2020 and 2021 because of the effect of the COVID-19 Pandemic on the States of Guernsey finances.

The Secretary OA&DC, should consider developing an annual process of management 'spot checks' for lower value projects.

The Secretary, OA&DC, should develop and agree minimum standards for financial reporting and should be included in the grant agreement document. Closed – these spot checks are not considered appropriate for lower value projects and instead enhanced due diligence and reporting will be used.

Ongoing – the Commission is currently preparing minimum reporting standards and these will form part of the grant agreements for future funding rounds.

Desirable

Recommendation

The Secretary, OA&DC, should review the registration process in twelve months' time to assess effectiveness and efficiency and take steps to make required improvements.

Status

A pre-registration process was introduced in March 2019 for charities that had not previously applied for funding, had applied but had been unsuccessful, or that had not received funding since 2017. This has since been reviewed and found to be of little benefit, and indeed duplicated work that was already undertaken through the due diligence process on successful applications. Pre-registration could not include the charities' 'in-country' partners (on specific projects) which offers the greatest risk of fraudulent activity and therefore due diligence on successful applications, rather than pre-registration, mitigates against this.

The Secretary, OA&DC, should consider liaising with Accounting for International Development with a proposal to act as an intermediary in communicating opportunities for pro bono accounting/ audit support for small charities.

Ongoing – initial introductions have been made; the Commission hopes to be able to agree a partnership with Accounting for International Development in due course.

The Secretary, OA&DC, should consider sign-posting some of the free training resources available on mitigating the risk of financial crime in the grant aid guidance document.

The Secretary, OA&DC, should produce an annual lessons learned report with recommendations for improvement and should be reviewed/approved by the Commission Ongoing – The Secretary signposts applicant charities towards the international development training charity, Bond, but this will be further enhanced.

Ongoing – the Commission reflected this recommendation when drafting its 2018 Annual Report and included lessons learned and proposals for improvement within its reporting on the existing section addressing compliance matters. This will continue.



SECTION EIGHT

Future developments and programmes

Commission's Policy Letter – Our Place in the World: the next ten years of overseas aid in Guernsey

On 18th July 2019, the States of Deliberation supported the Commission's policy letter, Our Place in the World: the next ten years of overseas aid in Guernsey¹, namely:

- 1. The proposed future structure of overseas aid as set out in Table 3, paragraph 10.6, of the policy letter;
- 2. That, in 2020 and 2021, the funding allocated to the Overseas Aid & Development Commission should be increased by inflation only, and to direct the Policy & Resources Committee to take this into account when recommending Cash Limits as part of the annual Budget Report;
- 3. That the States of Guernsey should adopt a target for its overseas aid giving of 0.2% of GDP by 2030, and to direct the Policy & Resources Committee to include a strategy to achieve this target within the Medium Term Financial Plans spanning the period 2022 to 2029;
- 4. That, until such time as Guernsey's overseas aid giving reaches 0.2% of GDP, consideration should be given to allocating a proportion of any annual surpluses achieved by the States of Guernsey in excess of that budgeted towards overseas aid, and to direct the Policy & Resources Committee to include proposals to that effect in successive States' Budgets in the event of such a surplus;

5. That the Commission's mandate, as set out in the Rules of Procedure of the States of Deliberation and their Committees, should be amended by the deletion of: "to carry out the duties and powers above in accordance with policies set out by the Policy & Resources Committee" and the substitution therefor of: "to carry out its duties and powers in accordance with operational policies approved by the Policy & Resources Committee, and the strategic direction set by the States".

The States' Resolution, the Commission's budget will increase towards 0.2% of Guernsey's GDP over the ten years leading to its 50th anniversary in 2030, then it is clear that the way the Commission delivers overseas aid also needs to change to support this.

Table 3 (replicated below) sets out the changes that will be introduced ahead of the 2021 funding round. The timings will provide sufficient time for the Commission to draft new policies and guidance notes and to promote and publicise the changes where appropriate. It should also give applicant charities sufficient time to make changes to their own governance arrangements where these are needed. The Commission proposes that, to enable small and larger charities to compete on a similar basis, any charity may apply for either a single year or multi-year award.

1. P.2019/41 of Billet d'État XIII of 2019; https://www.gov.gg/article/171823/Our-Place-in-the-World-The-next-ten-years-of-overseas-aid-in-Guernsey

Small Grants / Single-year Awards

Budget

£1,570,000 (approx. 50%)

Outline

- c.31 grants per year;
- Maximum award of £50,000 per grant;
- Charities would have the choice of either applying for a small grant or for a large grant (see below) each year – max. 1 application per charity;
- Projects must meet a basic need (water, education, etc.);
- This broadly replicates the current funding approach;
- The smaller number of awards
 (down from approx. 80 p.a.) enables
 greater due diligence and oversight of
 individual projects, with "spot audits"
 or inspections by or on behalf of the
 Commission forming part of the project
 monitoring;
- The significant reduction in the total number of projects would enable the Commission to request fuller financial information as part of the reporting process, as the Commission's officers would have the time to review these.
- This area of work could be increased a small amount with an increase in funding. But there are significant overheads involved in the oversight of small grants, so it would not be capable of substantial or rapid expansion.

Large Grants / Multi-year Awards

Budget

£900,000 (approx. 30%)

Outline

- Providing 6 new grants per year based on maximum award of £150,000 per award;
- Awards to be paid over 2 or 3 years;
- Charities would have the option of either applying for a large grant or for a small grant (see above) each year – max. 1 application per charity;
- Larger, long-term investments
 in communities and in partner
 organisations improves the security
 and sustainability of developments,
 and is consistent with the Internal Audit
 recommendations;
- Each project will be supported by a contractual agreement with the charity, including the programme for staged payments, reporting, etc.;
- As there would be only a few projects in progress in any particular year, the Commission would have be able to maintain close oversight of each project and its impact for the beneficiaries;
- This is the area of the Commission's work most capable of expansion with an increase in budget, without increasing overheads.

Disaster and Emergency Relief Awards

Budget

£350,000 (approx. 12%)

Outline

- Grants to be based on maximum award of £100,000 per award;
- The Commission will prioritise 'unreported' disasters²;
- The majority of the budget will be allocated on a quarterly basis to such 'unreported' disasters;
- between £50,000 and £100,000 will be retained for ad hoc requests and appeals;
- The Commission will prioritise charities (including smaller charities) which have a strong presence in the affected region and so are able to respond immediately;
- A smaller number of larger grants will allow deeper due diligence to be done;
- This helps to manage concerns about safeguarding in the humanitarian response sector;
- An increase in funding (from £200,000) reflects Islanders' desire to give effectively to people who are suffering in crises;
- This approach to emergency relief would be capable of some expansion with an increase in the Commission's budget (although the Commission will ensure funding allocations are balanced so that its main focus remains grant-funding.)

Community Partnerships

Budget

£120,000 (approx. 4%)

Outline

- Typically matched funding grants linked to Guernsey charities, organisations or businesses raising money for specific development aid projects;
- Partnerships such as the World Aid Walk and Ille et Vilaine would continue under this policy;
- Capacity building for local charities
 (such as the provision of training
 on safeguarding, due diligence,
 mitigating risks of money laundering
 and combating terrorist financing, or
 financial management) would also be
 an important part of this work; and
- Opportunities for joint working with Jersey Overseas aid, including linking with their overseas work parties' programme, which enables people to volunteer abroad, will also be explored.
- This area of work could be increased a small amount with an increase in the Commission's budget, but is largely dependent on initiatives coming forward from the wider community.

^{2.} That is, natural disasters or humanitarian crisis which though localised have a significant impact on the day-to-day life of the local community but are not widely reported across the media and so attract few aid contributions.

Skills-based Partnerships

Budget

£40,000 (approx. 1.3%)

Outline

- The Commission will develop partnerships with Guernsey-based companies and organisations to support placements to foster sharing of professional skills;
- This could also include bursary awards to support Guernsey-based professionals looking to undertake a voluntary placement overseas to share professional skills, etc.;
- The Commission will be offering cofunding for such placements, working with the employer or the individual volunteer;
- A policy to govern this new programme area will be worked up in detail for 2021;
- The Commission will initially start this on a small scale, with a small number of local organisations;
- If effective at a small scale, this is an area of the Commission's work that could be considered for expansion in future;
- This approach strengthens local buyin to overseas aid, and is good for Guernsey's reputation, as it enables the skills we are known for to be used for good around the world.

Communication and Education

Budget

£20,000 (approx. 0.7*%)

Outline

- The Commission will produce education materials for schools about overseas aid /Guernsey's positive role in the world, in support of the Island curriculum;
- The Commission will continue to promote Guernsey as a Fairtrade Island and to hold membership of the Fairtrade Steering Group;
- The Commission will offer learning opportunities to islanders interested in international development, through work experience or potentially an internship programme;
- The Commission will organise occasional public-facing events, with local charities working overseas, to raise awareness of Guernsey's impact globally;
- The Commission will work with Jersey to explore the creation of a Channel Islands' International Development Network;
- The need to raise local awareness of overseas aid (and especially its impact) was a consistent theme at the workshops;
- Jersey and Isle of Man both recognise this and invest in communication and education;
- *It's proposed that the budget for this area will remain capped at no more than 50% of the maximum value of a Small Grant.

Commission Administration

Budget

£50,000 (approx. 1.6%)

Outline

- Staff salaries (discussed below);
- Administrative costs, including training and development for staff and Commissioners, subscriptions, audit, advertising, postage, printing, etc.;
- The budget for this area will remain capped at no more than 2% of the Commission's budget

Guernsey Development Impact Fund

The Commission continues to work with the Policy & Resources Committee to progress the creation of the Guernsey Development Impact Fund ("the Fund"). The Policy & Resources Committee is leading on progressing this initiative given its expertise in the wider investment arena. The Commission's role is to advise on the areas of development aid most suited to social investment.

In November 2018, the States agreed to approve the establishment of an Overseas Aid & Development Impact Investment Fund within the General Reserve with an allocation of £1million and to delegate authority to the Policy & Resources Committee to approve investment of this Fund.

In 2019, the Policy & Resources
Committee's Investment & Bond SubCommittee had discussions with a number
of potential investment partners. It was
concluded that it would be more effective
to have a single manager of the Fund,
and preferred options continued to be
explored.

Disability and Development

In 2019, the Commission considered disability and development and how development aid can make a positive difference for those living with disabilities in the developing world.

The following key messages for the World Report on Disabilityⁱ were identified:

- Over 1 billion people worldwide have a disability (15% of the global population);
- 80% of people with disabilities live in developing countries.
- Children with disabilities are much less likely to be in **school** than their non-disabled peers;
- People with disabilities are much more vulnerable to violence than their peers;
- Less than 15% of disabled people in developing countries receive the aids and adaptations they need; and
- Only 1 in 5 women with disabilities are employed, compared to 3 in 5 men, in developing countries.

The following key messages from the UN Convention on the Rights of Persons with Disabilities were also identified:

- Providers of universal services (like healthcare, education, clean water, etc.) should make sure that they are accessible for people with disabilities;
- People with disabilities also require specific services (like equipment, adaptations and re/habilitation) to enjoy the same quality of life as others;
- People with disabilities should be included in decisions about services that are meant to meet their needs; and
- Women and children with disabilities
 face multiple disadvantages and should
 be given particular attention and respect.

It was noted that the following principles from the United Nations' Sustainable Development Goals further underlined the importance of ensuring that development aid programmes considered the needs of those with disabilities:

- 'Leave no one behind'; and
- 'Start with the farthest, first'

The Commission concluded that the Commission's application forms and associated guidance notes should be amended to include specific reference to whether and how the applicant charity was ensuring that its project would be accessible to those with disabilities.

i. https://www.who.int/teams/noncommunicable-diseases/ sensory-functions-disability-and-rehabilitation/world-report



SECTION NINE

Guernsey: A Fairtrade Island



Guernsey has been a Fairtrade Island since 2006¹, following a commitment by the States to support the Fairtrade goals and objectives of the Fairtrade Foundation ("the Foundation")².

The Foundation was established to promote a fair pricing regime for small scale producers in third world countries and so protect them against exploitation from large global producers and traders. The Foundation endeavours to establish local co-operatives which ensure producers receive a fair price for their crops and so receive a sustainable income. Political responsibility for Fairtrade matters

within the States of Guernsey rests with the Commission. The Commission's President is an ex-officio member of the Guernsey Fairtrade Steering Group. This ensures there is a direct channel of communication between the Steering Committee and the Commission and the States more generally.

The Commission also continues to encourage charities applying for grant aid awards to where and whenever possible, to look to source materials for projects not only in-country but through local cooperatives which have been established on Fairtrade principles.

Fairtrade Fortnight 2019: Monday 25 February – Sunday 10 March

^{2.} https://www.fairtrade.org.uk/





^{1.} http://www.fairtradeguernsey.com/

"Cocoa prices are disastrous. When a farmer gets up in the morning, he is always worried: how will he be able to feed and take care of his family? How can he send his children to school?"

Ebrottie Tanoh Florentin, cocoa farmer, Côte d'Ivoire

During 2019 Fairtrade Fortnight, the Steering Group focussed on cocoa farmers, particularly women, and the Fairtrade Foundation's campaign for them to be paid a living income.

Fairtrade noted that farmers of many crops live under the poverty line, and aren't able to earn a living income, but there were numerous reasons why Fairtrade is focusing on cocoa as an example of the gap between actual and living incomes for farmers. Fairtrade added

There's a high concentration of cocoa production in two countries: Ghana and Côte d'Ivoire. Together, they account for over 60 percent of world production between them, and rely a lot as nations on the income. High levels of poverty affect small-scale farmers and their families in these countries, preventing them from accessing basic human rights. Fairtrade is playing a leading role in calculating what living income should be for farmers of various crops and putting in place strategies to close the gap. The most progress has been made in cocoa.

Fairtrade can help protect farmers from market volatility and extreme poverty prices through the safety net of the Fairtrade Minimum Price, and the Fairtrade Premium money that goes directly to the farmers' co-operatives and their communities. When selling on Fairtrade terms, farmers will receive the market price and Premium of \$200 a tonne on top, increasing to \$240 a tonne from October 2019 due to the Fairtrade Price review. This is an amount unmatched by other certification labels, many of whom have historically not required the payment of a premium to farmer organisations at all. Meanwhile, the Minimum Price will be increasing from \$2,000 to \$2,400 a tonne, meaning a better deal for cocoa farmers. The Fairtrade Premium is typically spent in strengthening co-operatives to be able to support and train their members and sell their cocoa. It's also used for muchneeded investment in the community - for example to provide education, clean water, healthcare and housing. It is also used to strategically invest in farm inputs like fertiliser, to reduce costs of production for farmers, and on income diversification projects, so that farmers aren't so reliant on cocoa. However, only a fraction of cocoa leaving West Africa is currently certified as Fairtrade, so there's a huge amount we can achieve by increasing sales of Fairtrade cocoa.

A part of the solution is to look at the special role women can play in achieving living incomes for cocoa farming households. It's harder for cocoafarming households headed by women, who typically receive less income than

equivalent households headed by men. Yet we know from years of studies that directing more independent income into the hands of women accelerates the rate of development for the whole community'.

"Fairtrade Premium encourages us, as women cocoa farmers, to be able to achieve certain things. We know that with Fairtrade there is a Premium waiting for us, and for each woman, you can do what is in your heart."

Rosine Bekoim, cocoa farmer, Côte d'Ivoire

The 2019 Fairtrade Fortnight also promoted Fairtrade in general and encouraged Islanders to think about how they could help as consumers by choosing Fairtrade. Activities included a children's event at the Guille-Allès Library, with a very

popular chocolate tasting activity as well as games to learn about the cocoa and chocolate supply chain, and how the value of a chocolate bar is shared between the different people involved in producing and marketing it. Children were also asked to write Fairtrade pledges on a paper leaf and stick it on a cocoa tree poster. Around 80 children and their parents attended.

There was also a fundraising quiz at St Martin's Community Centre; a Big Fairtrade Breakfast at Les Cotils Centre, attended by almost 100 people, with Father John Moore of St Stephen's Church and Hannah Davis from the Fairtrade Guernsey Steering Group as speakers; and The Channel Islands' Co-operative Society ran a competition to design a Fairtrade reusable shopping bag with the winners' designs being printed on cotton tote bags that were sold in-store.



25th Anniversary of the Launch of Fairtrade Products in the United Kingdom - October 2019

October 2019 marked the 25th anniversary of the launch of Fairtrade products in the United Kingdom. Fairtrade communities around Great Britain were asked to organise 'Make Your Mark Count' events celebrating the Fairtrade mark. In Guernsey, Fairtrade teamed up with Pick It Up Guernsey, Plastic Free Guernsey and La Société Guernesiaise to organise a beach clean on Vazon, to coincide with World Clean-up Day on 21st September, and used the rubbish collected to create a giant Fairtrade mark. Local art teacher Rob Sweeney helped with the design and the Drone Ranger documented the action from the skies. Around 70 people participated.





SECTION TEN Conclusions

In 2019, the Commission continued its core work of distributing funds for aid and development overseas and making contributions to emergency and disaster relief in the poorest countries of the world. However, by the States of Deliberation supporting the proposals in the Commission's 2019 policy letter 'Our Place in the World: the next ten years of overseas aid in Guernsey' (see Section 8 of this Report), a clear path was also laid for the Commission's existing and new programmes over the coming years. As noted in the above policy letter, this included significant changes to the Commission's approach to funding overseas aid on behalf of the States. It was acknowledged that as it approached the 40th anniversary of the establishment of

the Guernsey Overseas Aid Committee in 2020, it was an opportune time for the Commission to revisit its policies and approaches to delivering overseas aid.

The policy letter went on to say that during the last 40 years the need for development aid to assist the world's poorest communities had not diminished. Indeed, whilst the geographic focus of Guernsey's development aid may have changed, the gap between the most developed and least developed countries had arguably widened.

When the policy letter was debated in July 2019 it was resolved, amongst other matters, that the States of Guernsey should adopt a target for its overseas



aid giving of 0.2% of GDP by 2030, and to direct the Policy & Resources Committee to include a strategy to achieve this target within the Medium Term Financial Plans spanning the period 2022 to 2029. It also accepted that the way the Commission delivered overseas aid needed to change to support this.

The policy letter also noted that, like all jurisdictions, Guernsey and so by association the Commission, is subject to risks relating to the misuse of funds. It went on to say that the Commission must, alongside the States of Guernsey and all organisations involved in transactions with other jurisdictions, continue to ensure that it has appropriate safeguards in place to mitigate the risk of its awards being misdirected towards significant crimes like bribery and corruption, or terrorist financing.

It was concluded in the Commission's policy letter that the future of the Commission relied on the continued confidence of the States of Guernsey and the general public that the awards it makes will reach their intended beneficiaries, and provide their basic needs such as clean water, schools and hospitals, and opportunities to develop sustainable livelihoods.

The Commission therefore very much welcomed the 2019 Internal Audit into the way the Commission identified, managed and detected fraud risk in its activities and operations and how effective due

diligence arrangements were in both design and operation (see Section 7 of this Report). The Commission was pleased to note that the Audit Report highlighted a number of existing areas of good practice in respect of the Commission's fraud risk management resilience, as well as noting evidence of thorough compliance checks being carried out in relation to the existing due diligence process. Most importantly the Commission fully accepted a number of recommendations for strengthening its current procedures to mitigate the risk of fraud.

All of the above has left the Commission in a stronger position. In 2020, the Commission would go on to:

- continue its core work of distributing funds for aid and development overseas and making contributions to emergency and disaster relief;
- progress establishing a Guernsey
 Development Impact Fund;
- further strengthen its governance, compliance and due diligence procedures;
- launch its first Multi-Year Grant Aid Awards funding round;
- hold its first Guernsey International Development Network event;
- celebrate its 40th Anniversary; and
- face the practical and financial challenges of the COVID-19 Pandemic;

and this will be detailed in its 2020 Annual Report.

APPENDIX ONE

Applications where 2019 Grant Aid requests were supported by the Commission

Charity Name	Name of Project	Grant Award	Country	Brief Summary
ActionAid UK	Strengthening agricultural practices and food security for farmers in Somaliland	£39,980	Somaliland	This project will work with farmers across four communities in Gabiley District, Somaliland to build resilience against extreme weather. Through improved water sources and training, 270 small-scale farmers will be supported to improve their land to cultivate enough food to feed their families and earn an income, directly benefitting 1,620 people. Based on the needs of the famers, 230 farmers will gain improved access to water sources, including shallow wells and water pumps, and 40 farmers will be trained in local coping mechanisms. The project will also collaborate with the government to strengthen long term support for local farmers.
Advantage Africa	Improved Health and Self-reliance for Vulnerable People in Serubona, Uganda	£39,501	Uganda	This project will provide a 'hand up' to the poorest people in Serubona, Kayunga and Kagenda villages in Mpigi District, helping them to become self-reliant and overcome poverty. It will enable them to: Establish a sustainable and accessible safe water supply; Gain livestock-rearing skills and resources to earn a reliable income and meet their basic needs; Support vulnerable community members including orphaned children, teenage mothers, older and disabled people to improve their participation, resilience and health; Protect themselves from malaria; Combat stigma and manage the impact of HIV; Form peer support networks, gain lasting confidence and friendships, transform their prospects.
Africa Educational Trust	Safe Space for Women's Education in Yambio (SSWEY)	£39,691	South Sudan	Safe Space for Women's Education in Yambio (SSWEY) project will take place in the conflict-affected town of Yambio, Werstern Equatorial state, South Sudan. In a town which has often been at the centre of fighting between government troops and rebel groups and where gender-based violence has been rising, SSWEY aims to improve security for women and other marginalised community members attending AET's Accelerated Secondary Education for Women (ASEW)

Centre. Beginning in February 2019, a security wall will be constructed around the education facility, costing £39,681 and directly benefiting over 250 learners per year and a further 1,301 community members.

African Relief Fund

Constructing a village level borehole in Falayr Yaale Village, Somalia £28,065 Somalia

Falayr Yaale is located in a rural area of Sool District in Northern Somalia, and is home to around 8,000 people who subsist on seminomadic pastoralism. The village lies in an arid region, and only has access to limited water which runs out at the end of the rainy season. It was hit by drought in Summer 2017 and needed emergency aid. The aim of this project is to construct a village level solar powered borehole which will provide plentiful clean water on a sustainable basis. This will increase resilience against drought, and enable villagers to develop their livelihoods.

Akamba Aid Fund

Ivonangya New Secondary School - Phase One £40,000 Kenya

The construction of a new Secondary School in the Ivonangya area where none exists at the moment. Consequently, the children have to travel great distances to attend their nearest secondary school. Due to the distances involved many children achieving secondary school age are prevented from attending and completing their secondary school education. Consequently, children of this age are turning to drugs and premature motherhood.

All We Can, Methodist Relief and Development

Promoting food security and sustainable livelihoods in Amhara Region, Ethiopia

£34,940 Ethiopia

The project will reduce poverty and improve food security in two wards of Bassona-Werena District, Amhara Region, Ethiopia. We will train 60 'lead' farmers on improving crop yields, and 140 vulnerable women and youth on bee keeping, small livestock rearing and fruit and vegetable production. Relevant inputs including seeds, beehive construction materials and chicks will help community members put new knowledge into action and demonstrate improved practices to others. Soil and water conservation and tree planting over 150 hectares will promote environmental sustainability and make degraded land more fertile and productive.

Amigos

Providing safe water for over 25,000 impoverished people in Uganda £39,003 Uganda

Through access to clean water this project aims to improve health, school attendance and income, and reduce domestic violence, amongst 25,752 people in the districts of Lira, Masindi, Kaliro and Gulu. We will install 8 boreholes in 8 communities and provide training in good hygiene. Local committees will take ownership of the boreholes, ensuring sustainability. Saved from walking long distances to fetch water, girls will get to school on time and women will be able to pursue farming and income generating activities. Over the past 7 years Amigos has installed 19 boreholes and shallow wells.

Butterfly Tree

Bunsanga Health £30,943 Zambia Post Development The project will provide a health facility for general practice and maternity care. Currently the people in this rural area must walk a minimum of 12 km to seek medical attention, which is often impossible for people who are very sick or women with young children. The poverty levels are high and there are very few vehicles. A staff house will provide accommodation for a trained medical staff, to be provided by the government. The borehole, VIP latrines and Bio-digester, for waste, will help to reduce the spread of infection, and improve sanitation and hygiene levels at the facility.

CAFOD

WASH for Dignity, £40,000 Zimbabwe Zimbabwe

The project will provide safe water to 2,420 people in rural Zimbabwe who lack access to clean reliable water, through constructing a solar-powered pipeline from a dam 10km away. Currently, they use unreliable and unsafe shallow wells or travel long distances to access water. The pipeline will also serve three local schools with 1,600 pupils, as well as the local clinic. The project will build latrines adapted for disabled use and with menstrual hygiene facilities at the three schools. The project will increase knowledge and encourage good health and hygiene attitudes and practices through establishing community and school clubs and conducting campaigns.

CAFOD	Improving WASH services and facilities in South Kordofan, Sudan	£40,000	Sudan	The project seeks to increase access to safe and quality WASH services and facilities for 5,780 IDPs and returnees in Al-Abbasiya locality, South Kordofan State, Sudan. Expected outcomes are: improved access to safe, clean and adequate water; improved sanitation services and facilities, and; enhanced safe hygiene practices. Main project activities will include rehabilitation and upgrading of boreholes, construction of latrines in schools and communities, implementation of Community Led Total Sanitation (CLTS) activities and conducting of hygiene promotion activities in the schools and communities. The project will be co-funded by CAFOD (total project cost is £75,188; CAFOD to contribute £35,188).
CARE International UK	Pro – Resilience Actions (Pro-Act)	£39,888	Malawi	Pro-Act project aims to enhance the resilience of 3,750 disadvantaged women farmers to weather or climate shocks in Mzimba district of Malawi. Pro-Act will build capacities of 250 key women through agricultural training, diversification and supply of high yielding draught resistant legume seeds to women farmers. Trained farmers will train other women via Village Savings and Loan Associations (VSLA) groups on improved agriculture and supervise growing of legumes for diversification. Over 11,250 people will be food secured, household income will increase by 35% and rate of underweight children (0 – 5 years) reduced by 10%. Acquired skills will be applied generations.
Carers Worldwide	Achieving socioeconomic inclusion of vulnerable family carers in Bangladesh	£38,844	Bangladesh	Our project will facilitate social and economic inclusion of 300 homebased family carers of people with mental illness or disabilities in the sub district of Savar, in the outskirts of Dhaka, Bangladesh. These carers are excluded from mainstream poverty alleviation programmes due to caring responsibilities and stigma. We will implement a structured approach to livelihoods implementation and consequent poverty reduction by providing opportunities for carers to build sustainable livelihoods that can coexist alongside caring responsibilities, creating community care facilities, and increasing local knowledge and capacity to move carers and their families out of poverty and into long term economic security.

Child Rescue Nepal

Keeping children safe in school through improved water, sanitation and hygiene

£39,969 Nepal Our objective is to increase school attendance amongst 2,791 children in seven schools in Makwanpur District through improved access to water and sanitation and improved hygiene behaviours. We will construct separate toilets for males and females in three schools and safe drinking water facilities in four schools, based on identified need. We will provide 2,791 children with hygiene kits and education in water, sanitation and hygiene (WASH) to facilitate improved hygiene amongst pupils and their families. Through peer-to-peer and childto-family information sharing 8,373 further people will benefit through decreased morbidity and mortality resulting from improved hygiene behaviours at community level.

Christian Aid

Strengthening Essential Healthcare Service Delivery, Port Loko District, Sierra Leone

£40,000

£40,000

Sierra Leone Sierra Leone has the highest maternal mortality (1,360 per 100,000 live births) and one of the highest child mortality rates (114 per 1,000 live births) in the world. In Port Loko district, the population rely on Peripheral Health Units (PHUs) for maternal and child health (MCH) services. Yet, many PHUs lack basic amenities like running water and electricity. This project will improve essential healthcare services in rural areas of Port Loko, through rehabilitation of four PHUs. The intervention focuses on structural repairs, extension of maternity facilities, provision of WASH facilities, installation of solar power and provision of delivery beds.

Concern Worldwide

Decreasing vulnerability of targeted households to water borne diseases in Manono Territory, Tanganyika Province, Democratic Republic of Congo (DRC)

Republic of Congo (DRC)

Democratic The project will decrease the vulnerability of target households in Manono Territory, Tanganyika Province of DRC, to water borne diseases. This will be achieved through the construction of seven new water points, providing safe drinking water to 3,500 beneficiaries. Regular water testing will be conducted to ensure continued water quality. In addition to the construction of the water points, to ensure sustainability of the project, Concern will be establishing and training seven water management committees. A fee system 'Pay for Access' will be in place to support the costs and maintenance of the water points.

Concern Worldwide	Improving access to safe drinking water in six villages of Ngouboua sub- prefecture	£40,000	Chad	The objective of the project is to support 3,500 people through increased access to safe drinking water and to reduce waterborne diseases in Ngouboua sub-prefecture, one of the most conflict affected areas in the Lac Region. The following activities will be implemented in six villages: Drilling six boreholes equipped with manual pumps and superstructures to serve the target villages with clean water; (ii) Setting up six Water Management Committees (WMCs) each composed of seven people (four female, three male) to ensure good management of the water point (cleanliness) and pump maintenance (repair); (iii) Support WMCs in kits for manual pump maintenance.
EdUKaid	Farm to Feed - School Community Farm Project	£39,860	Tanzania	This project aims to develop the skills and capacity of 8 primary school communities in the most remote areas of the Tanzania's Mtwara region improving the health, wellbeing and quality of education for over 4,500 children and reducing reliance on overseas-aid. We will train 8 head-teachers/ school-leaders and up to 300 parents/ guardians to establish 8 community farms providing daily food for children and generating a source of income for the school to meet ongoing costs using the surplus income to purchase essential teaching and learning resources. This initiative builds on the successful Community Maintenance project funded by Guernsey Aid in 2017.
Eleanor Foundation	SODITT Project Chato 2019	£39,550	Tanzania	To educate students and teachers in primary and secondary schools in Chato on how to obtain cleaner water (using the SODIS methodology) and on improved hygiene through washing their hands (using Tippy Tap). All students to then pass this knowledge on to their immediate family as well as to friends, relatives and neighbours in the villages as well as to new students joining their particular school. The long term aim being drinking cleaner water and washing of hands will become a behavioural change, and such students when they become adults will bring up their children with this practice and knowledge.

Emmanuel International Limited
Ethiopiaid

lsimani WaSH RWH Project £40,000 Tanzania

This project will improve the wellbeing of students, teachers, workers and patients at two primary schools and a dispensary in Isimani, Iringa. It will provide clean water through rain water harvesting and provide improved sanitation and health education. Currently the community suffer poverty and ill health using unclean water from shallow wells. Mangawe and Ndolela Primary Schools project elements • Roof guttering and rainwater 23,000 litre storage tanks (Mangawe 5; Ndolela 3) • New latrine block with hand wash stations • Health & Hygiene lessons for all students Mkulula Dispensary Project elements • Roof guttering and 4 23,000 litre rainwater storage tanks Total Project cost £54,100.

Improving
Menstrual
Hygiene,
Awareness
and School
Attendance, Tigray
Ethiopia Pilot

£37,697 Ethiopia

Building on Ethiopiaid's existing partnership with Mekelle University and the Mariam Seba Sanitary Products Factory (delivering menstrual hygiene education and reusable sanitary packs to students in Tigray), we aim to reach 2,000 more students (50% m/f split) at two rural Tigrayan schools and develop two new aspects to this programme: building one latrine and one well with hand pump in each school. This combined approach will dispel myths about menstruation and encourage more open discussion, improve access to clean water & sanitation and enable 1,000 girls to stay in school - managing their period comfortably, with dignity.

Excellent Development Ltd

Improving water security and climate resilience in rural Zimbabwe Zimbabwe

£39,375

This project will work with a remote rural community suffering the effects of longterm water scarcity and environmental degradation in marginal communal lands of the Mzingwane River Catchment. Activities will focus on conserving natural resources (water, soil and trees) critical to climatesensitive livelihoods such as farming and livestock. We will utilise sand dams (sustainable, low-cost rainwater harvesting solutions) integrated with environmental protection measures to strengthen the overall resiliency of local ecosystems and the people dependent upon them. Expected outcomes are improved water security (quality and availability) and improved resilience to climate change for 2,700 direct and 1,352 indirect beneficiaries.

Feedback Trust	Tolongoina Primary & Secondary Schools - Madagascar	£39,724	Madagascar	This project will build two new 3-classroom buildings: for the Tolongoina Primary and Secondary Schools in Ikongo district, Vatovavy Fitovinany region, Madagascar. Each will be accompanied by a sanitation block (5 flyproof latrine compartments and girls/boys urinals) including a rainwater catchment system with hand-washing facilities, plus other school playground improvements. The aim is to increase children's access to education so as to reduce poverty long-term. Ensuring sufficient and high-quality school infrastructure whilst improving hygiene, sanitation and the school environment, and progressing community management of infrastructure, is expected to raise school attendance and boost school results.
Food for the Hungry UK	Improving sanitation and hygiene in 12 schools in Bangladesh	£40,000	Bangladesh	The objective of this project is to improve sanitation and hygiene in 12 schools in south east Bangladesh. These schools are characterized by insufficient water, unhygienic latrines and no hand washing facilities. This contributes to low school attendance and high school dropout rates (only 61% start secondary school). Twenty-four hygienic latrines with access to water and hand washing facilities will be constructed in the twelve schools bringing the pupil to latrine ratio down from 1:162 to 1:67. Aided by a behaviour change programme in the school and community, open defecation and prevalence of diarrhoea will be reduced.
Friends of Kipkelion	Building School Latrines and Water Tanks in Kipkelion, Kenya	£39,873	Kenya	Many primary and secondary schools in the Kipkelion area of Kenya lack adequate toilets and adequate water supply. This contributes to the spread of diseases among pupils, disrupting education, and discourages girls from attending school regularly. The water shortage is particularly acute during the dry season. We will build ventilated pit latrine blocks for girls at 6 schools in Kipkelion where toilet facilities are particularly inadequate, and 32,000 litre ferro cement rainwater storage tanks at 10 schools. These facilities will ensure adequate sanitation and an adequate supply of clean water throughout the year.

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CHALNA Static Clinic Construction £40,000

Bangladesh The project's objective is to create a permanent healthcare service establishment, i.e. a Static Clinic, for the communities in the coastal belt area of Chalna (Khulna). The Clinic, which is now being operated from rented premises with limited service delivery, will provide comprehensive primary and selective secondary health services (including pathological services, basic eye and dental care services, limited curative care) directly to about 12,000 people per year. It will strengthen Friendship's healthcare infrastructure in Chalna - which currently comprises seasonal service through Rongdhonu Friendship Hospital, 20 satellite (mobile) clinic sessions a month, and 20 Community based Medic-Aides (FCM).

Gaia **Foundation**

Trees and Life

£30,596

Benin

In this project, our partner GRABE-Benin will set up a demonstration site and deliver a series of training sessions, with the aim to promote agroecology, provide environmental education and increase livelihood options through ecologically centred agriculture. With the help of a plant nursery, the project will emphasise the value of indigenous plants both in agriculture and for local tree planting, the latter advancing reforestation in the area of Avrankou. 10% of the local population will directly benefit from this project, with indirect benefits extending to all members of the community.

Habitat For Humanity Great Britain

Strengthen and secure access to drinking Water, hygiene and sanitation services for all in Toumodi. Belier Region

£40,000 Côte d'Ivoire

The project aims to improve WASH status for at least 2,500 school children, 60 teachers in 10 schools and 2,800 people in 10 villages in Toumodi, Belier. The project will support the rehabilitation of water pumps in villages and the construction of latrines in 10 schools. 400 school girls, 60 teachers and 2,000 community members will receive training and engage in activities related to Menstrual Hygiene Management (MHM). The project will also facilitate in construction of 500 household latrines through community led total sanitation approach and promote behaviour change in hygiene and sanitation in the 10 villages.

Health and Hope UK	Equipping the Health and Hope Training Centre	£39,152	Myanmar	Health and Hope brings hope and development to the poorest people in western Myanmar, through primary healthcare, education and food security projects. This project aims to support the final phase of construction of the Health and Hope training centre in Lailenpi, Chin State. Following on from support received in 2017, funding for the project will provide for the roof construction and equipment for the dormitories and training hall ensuring they are ready for projects to launch in 2019.
Henry van Straubenzee Memorial Fund	Namwendwa Primary School	£39,800	Uganda	Namwendwa Primary School is located in the impoverished rural area of Kamuli District in South East Uganda. It is a community school which follows the national curriculum and achieves good examination results. It has 928 pupils aged between 5-13 years. However, it is in a run-down state and lacks resources such as textbooks, furniture and teachers' facilities. We would like one-off funding of £39,800 to construct and renovate buildings and purchase these resources. This will enable the school to deliver even better education to the children, who will gain improved results and a brighter future.
Hope for a Child	The Malawi Water, Sanitation & Hygiene (WASH) Project	£39,960	Malawi	To reduce infant mortality rates and improve the general health and wellbeing of 7,440 people in 5 villages by removing exposure to waterborne infections through provision of protected water sources, and promoting improved public hygiene. This will be achieved by drilling 5 new community managed boreholes and delivering training in hygiene and sanitation in the home, such as construction of improved latrines, showering and hand washing facilities etc. The project will be implemented in areas where there is currently zero protected water access within the recommended maximum walking distance of 1km.

Humanitarian Aid Relief Trust (HART)	Nyieth School Classroom Construction	£39,435	South	This project will enhance education for 670 through the construction and roofing of classrooms - to be completed in four months. Nyieth Payam is in a remote area of South Sudan which suffered decades of military offensives by the Government of Sudan (1989-2005) with aerial bombardment preventing two generations of children from attending school; now a civil war is resulting in severe underfunding for education. This project will enhance the quality of education for the children and for adults who were denied education in Nyieth Payam, Awan Chan, and Gorgial State in South Sudan through the provision of 6 new classrooms.
IMPACT Foundation	Providing access to safe water and sanitation in girls' schools.	£39,115	Bangladesh	Boys' schools are generally better equipped than girls' schools in rural Chuadanga and Meherpur. Installing a safe water source (SIDKO arsenic and other element removal plant to tackle current unsafe supplies) and improving sanitation through upgraded toilets in four girls' schools will redress the balance and improve the health of 5,985 adolescent girls, 115 teachers and 8,000 community members around the schools. It would also enable 1,600 girls to manage their periods free from shame and prevent common menstruation-related absenteeism caused by lack of water and private toilet facilities at school. Much-needed menstrual health education and kits would be provided.
International Tree Foundation	Fruits for Livelihoods	£33,925	Kenya	The project aims to improve the livelihoods of 160 vulnerable households in Embu County, Kenya. Working through a self-help group model, farmers will set up four tree nurseries as income generating enterprises. Farmers will be trained in tree grafting of sought-after fruit trees (avocado, mango and macadamia), which reach a good price locally. Beneficiaries will also be encouraged to diversify their farming systems by planting fast-maturing fruit trees, increasing income and family nutrition in years to come. The tree nurseries aim to generate £12,353 through sales. This will provide revolving loans to members and ensure their sustainability as micro-

enterprises.

International Tree Foundation	Better lives for people of the forest corridor	£32,043	Madagascar	Working in six villages near the remaining central forest biodiversity corridor, we will reduce pressure on the natural forest by tackling underlying issues. We will address food insecurity through improved horticulture and rice production for 220 households, promote the integration of trees onto farms, and improve management of native forest.
Islamic Help	Provision of clean drinking water and sanitation facilities to poor and vulnerable families in Bui division of the Republic of Cameroon.	£40,000	United Republic of Cameroon	A politically stable and peaceful country, Cameroon ranks 153 out of 188 in the 2016 Human Development Index and 39 percent of its people live under the poverty line. Recent work in Nkum and Kumbo municipalities Bui Division showed that more than 50% of the population lacked access to safe drinking water and sanitation facilities, resulting in health issues such as cholera, diarrhoea and stomach problems. The proposed project aims to tackle poverty, minimise climate hazards and improve the wellbeing of 53,500 people in this region by building 5 water borehole, 35 pit latrines and conducting hygiene awareness trainings.
Joshua Orphan and Community Care	Construction of community-based childcare centres for Kasinje and Nchokera villages	£39,928	Malawi	This project aims to strengthen early childhood development in two villages in GVH Malunga in Blantyre rural district. The project will improve the facilities for two community-based childcare centres (CBCC) by constructing new child-friendly classrooms, latrines and separate kitchen areas. These will replace current run-down facilities which is undermining the CBCC's efforts in delivering pre-school education, nutrition and health care to 300+ children aged 2-6 in these villages.
Just a Drop	Wakiso Health Centre Uganda Water and Hygiene Project	£39,457	Uganda	Just a Drop will provide sustainable access to safe water and improve hygiene for the 182,000 people who use the Wakiso Health Centre (WHC), the only such health centre in the area. We will drill a well and provide a pump to take the water to a 10,000 litre reservoir tank. From there, the water will be distributed via a pipeline across the centre. To improve hygiene, we will build 2 new latrines and provide hygiene education. This will improve health, improve hygiene and ensure

WHC is better able to deliver its vital services.

Leprosy Mission	Danja Secondary School and Latrines Construction Project	£39,940	Niger	Danja Secondary School serves a 20,000 population with seven incomplete classrooms, including five made of straw rebuilt after annual rains by the Parents' Association. Lack of space and the unhealthy learning environment cause children to drop out, or parents to send them to poorly-regulated private schools, adding to the financial burden of this impoverished community. TLMEW currently funds the construction of two concrete classrooms. This project will build four more and a latrine block, increasing capacity from 440 to 750, to enable free education in a healthy environment. Classrooms will also be used for TLMEW-funded adult literacy and vocational courses.
Leprosy Mission	Sustainable Sanitation Solutions at Anandaban Hospital, Nepal	£40,000	Nepal	The aim of the project is to provide a sustainable solution for the capture and treatment of sanitation waste from the new Trauma Unit being built at Anandaban Hospital. The project will install a system to treat waste by anaerobic digestion. This will produce biogas which will be collected and used, in conjunction with a thermal energy storage battery, to provide hot water for use in the hospital and to heat the digester for optimal performance. This will benefit patients, staff and the environment.
Livingstone Tanzania Trust	Teachers' Houses at Malangi Primary School	£40,000	Tanzania	This project aims to improve educational outcomes for 350 children each year, by providing shared on-site accommodation for up to 8 single teachers at a rural primary school. The accommodation will enable the school to retain and motivate good teachers, reduce teacher absenteeism and lateness, help to manage the school's income generation projects and offer additional lessons to students outside normal hours. The teachers will no longer have to sleep in classrooms or in local mud huts or endure lengthy, difficult and expensive commutes. The project is the final stage in our school development partnership with this remote farming community.

Makhad Trust	Bedouin Water Wells Restoration Project	£13,000	Egypt	To restore access to water for the Bedouin community providing them with drinking water in remote communities, and water for orchard gardens for food and income, relieving poverty and increasing health. The overall objectives of the project is in line with the SDG's No Poverty (1), Zero Hunger (2), Health and wellbeing (3), Clean water(6)
Malawi Fruits	Growing the Future with Polytunnels	£38,120	Malawi	We aim to provide Poly-tunnels to young farmers and women farmers in northern Malawi. Malawi Fruits is committed to supporting these groups to increase household incomes and our experience shows that this income is spend on school fees, home improvements and business investment. We train farmers to farm in modern ways, embracing technology like irrigation and poly-tunnels. Young people and women often don't have access to farmland so a poly-tunnel can be placed on any available ground with crops grown in sacks. For women, this can be adjacent to the home and so the "farm" can be managed around childcare. Four crops per year can be grown and the effects of climate change mitigated.
Mali Development Group	Second Step	£10,995	Mali	The Second Step project will enable 4 existing women's groups in 4 communities where our partner NGO is working to enhance their income generating activities. Two groups have requested help with fencing, wells and equipment to create viable market gardens and two have asked for training and equipment to develop processing and marketing of local produce. About 450 women will benefit from better resources or new skills. Increased income will support family subscriptions to community health insurance schemes and children's education costs. The project will also enhance food

security and nutrition in the communities

concerned.

Mission Aviation Fellowship	Enabling access to healthcare for remote communities in Enga Province	£36,700	Papua New Guinea (PNG)	The formidable geographical terrain and poor road infrastructure poses significant challenges to the effective delivery of even basic health services in Enga Province, PNG. Working in partnership with Kompiam Hospital, MAF aims to bring healthcare services to eight remote communities, by flying in teams of doctors, nurses, and community health workers. This will ensure that over 60,000 people benefit from essential healthcare treatment including: maternal and child healthcare; vaccinations; training of national community health workers; and increased health education in the prevention of illness, ultimately helping entire communities and future generations.
New Ways	Earthpan dam near the village of Kangitulai (13kms from Nakinomet)	£21,981	Kenya	The Projects core objectives is to provide water for the villager's and their animals that live in the vicinity of the village of Kangitulai. In addition, it will provide access to water for the nomads that will pass through the area. The water will be used for 2 primary purposes – clean drinking water for the villagers and secondly water for their animals which are the primary source of nutrition for the local people as they drink the milk daily so healthy animals are critical. Access to water also improves hygiene and the possibility of small crop cultivation.
Order of St John	Integrated outreach- support for safe motherhood and families living with HIV	£34,040	Zambia	The project tackles high maternal and infant mortality and prevents HIV transmission from parents to new-borns through community-based health activities. Volunteers deliver support for safe motherhood, HIV testing and follow-on care through home visits to 1,170 pregnant women, 1,010 new mothers, and 930 fathers. We expect 40% more women will attend antenatal care earlier and more frequently, 15% more women exclusively breastfeed, and 33% more women access postnatal family planning. 95% of pregnant women and 33% of expectant and new fathers will know their HIV status. HIV Mentors will support families living with HIV and ensure treatment adherence.

Pragya

Safe water and sanitation facilities for marginalised mountain communities, Nepal

£38,709

Nepal

The project aims to reduce water-borne diseases by 30% through provision of safe water and sanitation facilities in 10 impoverished, marginalised mountain communities in Sindhupalchowk and Dhading districts, Nepal. Due to extreme poverty and social-discrimination, people of lower castes among mountain communities lack access to safe water and sanitation. Frequent water-borne diseases, especially among children, result due to open defecation and consumption of impure water. Pragya will set up water storage tanks with filtration systems and toilet blocks to directly benefit 3250 people (including 1650 children) and develop capacity of local masons to sustain and replicate these in the long-term.

School Farms Africa LBG

Water provision at Kiserian Farm for Kibera Farm Project

£40,000 Kenya School Farms Africa has purchased an 11 acre farm at Kiserian to grow crops to feed 300 children and support the families associated with Kibera Academy in the Nairobi slum. The farm has no readily available regular natural water source, but several local boreholes have been successfully drilled. An occasional river bed runs through the farm and has water in it during the rainy seasons. A dam on the river bed could provide water for irrigation. A borehole would provide potable water for the farm and local villagers and supplement the dam in drier periods.

Scottish Catholic International **Aid Fund**

Improving food and income security through sustainable livelihoods and climate resilience in 3 villages in the Democratic Republic of Congo Republic of Congo (CRP)

£39,921

Democratic Over 12 months, this project aims to contribute to reducing poverty and food insecurity in 150 farming households in 3 communities in DRC (73% female-headed, 1,200 people). Based on an existing successful approach, basic needs will be met by sustainably increasing agricultural production and income by >20%, promoting gender equality and climate change resilience. Deliverables: training/resources (tools, seeds, irrigation, lead farmers) for sustainable farming; gender equality, women's rights, leadership training; 6 demonstration plots for lead farmers; climate change training and 3 adaptation plans; training and start-up capital for agricultural cooperative/small-business development; 6 Village Savings & Loan Associations formed.

SEED Madagascar	Project Sekoly: Ranomafana High School	£31,310	Madagascar	We will construct a three-classroom school building at Ranomafana high school, connect the school to piped water, and provide latrine blocks with Menstrual Hygiene Management amenities. Currently the school's 242 students have no classrooms, latrines or water source of their own, instead using the facilities of a nearby, overcrowded middle school. This has negative impact on both educational and health outcomes, as teaching time is reduced and hygiene facilities are grossly over-capacity. We will provide the high school with 150 classroom spaces, reduce the latrine student ratio to 1:40, ensure a clean water supply and support WASH education sessions.
Send a Cow	Creating Resilient Enterprising Smallholder Coffee Farmers in Nyaruguru, Rwanda	£39,087	Rwanda	The project aims to sustainably reduce poverty and hunger for 6,600 people in Nyaruguru District, one of Rwanda's most environmentally fragile regions. We will train 1,320 small-scale farmers, primarily women, to regenerate and protect their degraded land and adopt climate-resilient farming techniques. Training will focus on coffee farming and drought-resilient kitchen gardens. We will support 420 coffee farmers and 80 youth to set up profitable agri-businesses. The basic needs of 6,600 people (1,320 farmers and their families) will be provided for by increasing productivity, diversity and profitability of farm produce, resulting in raised incomes and improved nutrition for the long-term.
Send a Cow	Livelihoods and Resilience for Sugarcane Farmers in Kamuli, Eastern Uganda	£39,994	Uganda	The project aims to sustainably reduce poverty and hunger for 2,600 people in Kamuli District, a region dominated by unprofitable sugarcane production. We will train 500 farmers, mainly women, to manage their land and water so they can grow a wider range of crops, including nutritious fruits and vegetables, and protect them against environmental hazards. 200 farmers will participate in a 'Farming as a Business' course so they can set up small, profitable enterprises selling surplus produce. We expect 80% families (2,080 people) to be

confident they can meet all their basic needs

from their land at the project's end.

Sense International

Early intervention for children with multisensory impairments in Wakiso, Uganda

£39,946 Uganda

The project aims to improve health and developmental outcomes for children (0-6 years) with complex sensory impairments in Uganda. • 18,000 children will be screened for sensory impairments and all identified with impairments will be referred for appropriate support. • 150 children with complex sensory impairments will access basic health services by receiving Early Intervention (EI) therapy. • The screening and EI services will be included as priorities in the Wakiso District Local Government Development Plan and budget. The project is critical in providing the time needed for Sense International's piloted and proven approach to be extended and adopted by Wakiso local government.

SKT Welfare UK

Improving access to safe and clean drinking water to extremely poor families in District Berdaale, Somalia £39,990 Somalia

The project aims to provide access to safe and clean drinking water to 10,000 individuals through establishment of 20 water wells in 20 most deprived villages of District Bardaale, Somalia. The water well would be around 1.5 meters wide and 6 meters in depth and requires 6 weeks for its completion. It is estimated that approximately 500 people in each village will have access to water. The overall direct beneficiaries of the proposed project would be 10,000 in 20 villages. SKT Welfare Somalia will be responsible for the overall implementation of the project under supervision of SKT Welfare UK.

SOS Sahel International UK

Improving water security in conflict prone areas: Sand Dam Programme £39,606 Sudan

The project will provide safe drinking water and improve the livelihoods of the target community by constructing one sand dam in between Tagori and korfita villages, Khor Alawei, Rashad locality. This sand dam will help to conserve ground water, raising the water table so that the community has access to safe, clean drinking water all year round (even in the dry season). The dam will improve infiltration of water and greening of the environment, and will also provide water for irrigation and animals, thus improving livelihoods.

Street Child Developing £39,792 Sierra With local partner, Street Child of Sierra Leone sustainable (SCoSL), Street Child (SC) aims to empower Leone community communities in Masimera Chiefdom, Sierra primary schools in Leone to take an active role in the education rural Sierra Leone of their children. Using Street Child's proven low-cost model of community-led rural development, this project will improve access and quality of education provided for 600 children in 3 communities in Masimera. As part of a wider initiative to increase completion of basic education across Sierra Leone, SC will improve learning environments in 3 community primary schools through school construction/extension/renovation, basic WASH construction, classroom resourcing and providing sustainable school income generating initiatives. **Tearfund Improving** £40,000 Malawi The goal is to sustainably improve livelihoods Household and empower community members to cope Livelihoods and with impacts of climate change in Chriambi Resilience Project community in Salina District in Malawi The outcomes are to (1) empower inclusive communities to pro-actively build resilience through reduced environmental degradation enabling beneficiaries to cope with climate shocks and to (2) increase incomes through use of markets to build agricultural value chains. Self-help savings groups will be formed to offer loans for income generating activities. Livelihoods will enhanced through vocational training in market focused agricultural activities.

This is EPIC	Enabling marginalised communities to rise out of poverty in eastern DRC through Village Savings and Loans.	£29,095	Democratic Republic of Congo (DRC)	Building on a previously successful project that created 123 groups helping 3,557 individuals rise from poverty using Village Savings & Loans (VSL) model. Project comprises: • Creating eight new VSL groups that focus on the marginalised Congo Pygmy population. • Enhancing the agricultural ability of local Pygmy community enabling greater product output. • Creating 22 new VSL groups focusing on developing vulnerable women's economic empowerment. • Reinforcing current groups by further development of economic capabilities. VSL enables those living in poverty to manage their household cashflow more effectively and invest in sustainable income-generating businesses. VSL secures and stabilises their future and supports community integration.

This Is EPIC

Developing Savings and Loan groups to benefit local community schools £32,782 Uganda

Continuing to develop on previous projects that successfully helped families rise from poverty using the Village Savings & Loans (VSL) model. This project will provide VSL to 1,000 new households and reinforce the education of local children through better school facilities. Project comprises: • Creating 40 new VSL groups.
 • Enhancing local community schools through VSL groups supporting the parents, as well as providing essential items to school facilities. VSL enables those living in extreme poverty to manage their household cashflow more effectively and invest in their own sustainable Income-generating activities (IGA). VSL secures and stabilises their future.

Tiyeni Fund

Strengthening smallholder farmer resilience in Chitipa, Malawi £18,939 Malawi

The project aim is to reduce poverty and food shortages for smallholder families in Chitipa, a climate vulnerable rural community in Malawi. The project will train 1,590 smallholder families, with theory and practical group training in Tiyeni's Deep-Bed farming method. The Deep Bed method enables communities to build resilience by improving upon the traditional ridge and furrow system. Improvements are made in water retention, soil texture & fertility, plant biodiversity and crop productivity. Project funding will be spent on a Field Officer and tools, inputs and livestock as part of a 'starter pack.

Transfer of Appropriate Sustainable Technology & Expertise Miango Langkaku Kabwir Pungzai Tasay Water and Sanitation Project £39,976 Nigeria

The project will improve access to water and sanitation in five villages in Plateau State, Nigeria. 16,350 people will directly benefit from the project, and all face poor access to clean water, a high level of waterborne disease, and a disproportionate level of spending on hospital treatment as a result. The project will extend existing pipe lines, construct four solar-powered motorized boreholes, build latrines in four communities, train 20 WASH (Water, Sanitation and Hygiene) advocates, set up four WASH Committees (WASHCOMs) and deliver five community training events. The project provides a sustainable approach to education, monitoring and community development

Transform Africa	Clean Water Kalangaalo and Kalwana Sub- Counties Mityana and Mubende Districts	£38,906	Uganda	The overall aim of this project is to support rural communities in Kalangaalo and Kalwana Sub-Counties to manually construct 17 boreholes, of up to 30 metres deep, in order to increase availability of water for drinking and other domestic purposes throughout the year. It also aims to support them to adopt best personal and environmental hygiene practices, build their capacity to maintain the boreholes and construct new ones when necessary. Through this support, the project aims to reduce the high incidence of waterborne diseases, improve their children's education and agricultural and livestock production levels.
Transform Burkina	Improving patient services at Bethanie medical clinic	£11,461	Burkina Faso	To provide simple cooking and eating facilities at a medical clinic serving over 120,000 people, living on very low incomes in a large informal settlement on the edge of Ouagadougou, Burkina Faso. There is currently nowhere at the clinic to prepare or eat food, which creates problems particularly for in patients, but also for those that travel in for clinics and appointments.
Transform Burkina	Securing another high quality teacher for Soulyale School	£10,284	Burkina Faso	Building a third good quality teachers' house at Soulyale in rural Burkina Faso in order to attract and retain another high quality teacher to the school
Trócaire (Northern Ireland)	Equitable Access to and Sustainable Management of Water in Sierra Leone	£38,398	Sierra Leone	The project will construct 6 hand-pump water wells and 3 water harvesting trenches, providing a sustainable supply of safe, clean drinking water and water for agricultural production to 2,301 people from 6 remote communities in Sierra Leone. Six trained, gender-balanced community Water Management Committees (WMCs) will oversee the construction and management of wells and water trenches, creating community ownership and ensuring they are sustained into the future. Training for 12 pump caretakers on maintenance, hygiene and sanitation will ensure communities' sustainable access to safe, clean water and improved hygiene practices to reduce the prevalence of water borne diseases.

Tropical Healtl and Education Trust	h

Improving healthcare in Somaliland through the provision of medical kits

£20,597 Somaliland

This project aims to provide 65 medical kits for newly-graduated medical interns in Somaliland. Once out of university, young medical graduates – often still in their twenties – enter clinics and hospitals underprepared but are expected to make lifeor-death decisions. A major problem is lack of funds for basic equipment, as the Somaliland government can't afford to pay for the tools young doctors need. These medical kits will provide them with the equipment they need to diagnose and treat their patients. Each piece of equipment lasts for many years and will be used countless times to treat sick and suffering patients.

Turquoise Mountain Trust

Improving access to antenatal and postnatal healthcare services in Kabul £32,816 Afghanistan

This project aims to improve local access to basic health services for mothers and children, to promote healthy pregnancy and delivery and to reduce preventable childhood diseases and infant mortality. Walk-in antenatal and postnatal care services will be established and facilitated in the Ferozkoh Family Health Centre (Murad Khani, Kabul, Afghanistan) that currently caters to 2,600 expecting mothers and children under 1,000 days old. The new walk-in services will strengthen the existing communitycentred offers and will be complemented by educational outreach as well as by the expansion of house visits programme by community health workers.

UMN Support Trust

SEEATTSustainable
Economic
Enhancement
through
Appropriate
Technology
Transfer

£39,937 Nepal

SEEATT aims to unleash an unrealized economic potential of high value agriculture product i.e. turmeric in one of the resource poor communities of western Nepal. The realization would be through introducing appropriate technical and non-technical assistance i.e. processing unit, improved irrigation system, technical skill, better quality seeds, commercial production planning to improve the market competitiveness of the turmeric. Further, to ensure economic sustainability, project will facilitate interaction among producing farmer and trader to reach to an agreement on price, quality, quantity and time. Marginalized individual/groups, demonstrating both willingness and potential to excel in commercial agriculture, will be prioritized.

United World Schools	School development project in Gulmi District of Nepal	£29,415	Nepal	United World Schools provides primary education to children in remote and marginalised communities that are beyond the reach of the government. This project will bring education to up to 200 children in an ethnic-minority community in Nepal that currently has no educational facilities. We will construct and resource an eight-classroom school, with a well and toilet block in Panchami Pokhari village. We will train teachers from the local community to work alongside government teachers in the school. After one year we will partner the school with another school in a more affluent country, which will fund its ongoing running costs.
Village Water	Inclusive WASH for children with special needs in Zambian schools	£39,338	Zambia	Access to safe water and hygiene is a fundamental human right. This project will ensure those disadvantaged by disability have equal chances to attain an education, enabling opportunities to become active, productive members of society with lifechoices. This project will improve students' educational and health outcomes at two schools for special needs through improved access to safe water, private latrines, good hygiene practices and relevant communication needs. Although Zambia has progressive disability legislation and an active record in implementation, there is continued under-investment in basic facilities and services in Special Schools for students, which negatively impact on their education.
Vision Aid Overseas	Strengthening access to eye health services in Sierra Leone	£15,027	Sierra Leone	The main aim is to reduce visual impairment (VI) by increasing access to locally produced and sustainable eye health services in the rural district of Kailahun. This will be achieved by: • Decentralising spectacle production facilities from the regional capital in Kenema (see map attached) to the Kailahun Vision Centre (VC). This will enable Kailahun VC to locally produce its own spectacles, increasing sales and sustainability, reduce prescription delivery and patient waiting times and attract more patients. • Providing refresher training for 3 Optometry Technicians (OTs) in on-site

spectacle manufacturing and equipment

maintenance.

Zambesi Mission

Tender Shoots £22,000 Malawi

Malawi is one of the poorest countries in the world. The high prevalence of HIV/AIDS has had a devastating impact. Nearly 17% of Malawi's children are described as Orphans and Vulnerable Children. Such children experience many negative outcomes. The Zambezi Evangelical Church provides support and care for 105 children at its Orphan Daycare Centres at Chifunga and Nthorowa. The children live in the community within their own extended families. Tender Shoots will provide each village with their own sustainable means of income generation, enabling them to meet these vulnerable children's basic needs through their own efforts for years to come.

Zambia Orphans Aid UK

Improved water, £20,000 sanitation, hygiene and educational security for Twavwane School

20,000 Zambia

Our objective is to educate 600+ OVC from a deprived urban area in Lusaka by securing the future of Twavwane School; improving hygiene and sanitation by providing a reliable and safe water supply and increasing the number of toilets from 6 to 20 (+333%) with hand-washing facilities, and providing a security wall. New toilets will include 8 regular toilets, 4 urinals and 2 disabled-access. We will reduce girls' absenteeism by 15% by providing a shower for 300+ menstruating females. The secure perimeter wall will prevent vandalism and unauthorised encroachment on the school site, safeguarding the school's sustainability plans.

APPENDIX TWO

Framework agreement with Ille et Vilaine





Accord-cadre de collaboration entre le Département d'Ille-et-Vilaine et la Guernesey Overseas Aid & Development Commission

Soutenu par le Comité Policy & Resources des États de Guernesey

Le Département d'Ille-et-Vilaine, représenté par son Président Jean Luc Chenut

La Guernesey Overseas Aid & Development Commission (ci-après dénommée "la Commission"), représentée par sa Présidente, Mme Emilie Yerby

Le Comité Policy & Resources de Guernesey (ci-après dénommé «P & R»), représenté par son ministre délégué aux Affaires extérieures, Jonathan Le Tocq

Ci-après dénommées conjointement «les parties», établissent un partenariat pour:

• Développer et mettre en œuvre un protocole de financement conjoint entre le Département d'Ille- et-Vilaine et la Commission pour apporter un soutien financier aux associations de solidarité internationale basées en Ille-et-Vilaine

Les références:

La coopération entre le Départemental d'Ille-et-Vilaine et les Etats de Guernesey, concerne les domaines de l'éducation, de la mobilité des jeunes, du sport, de la culture, les 'échanges de fonctionnaires et de bonnes pratiques, et tout autre domaine d'intérêt commun.

Avant-propos

Le Département d'Ille-et-Vilaine, la Commission Overseas Aid & Development et le Comité Policy & Resources des Etats de Guernesey expriment leur intention d'approfondir leur coopération en créant un cadre de collaboration, permettant à la Commission d'apporter un financement à des des associations de solidarité internationale, dont le siège est dans le département d'Ille-et-Vilaine, conformément aux critères de financement de la Commission.

Conditions générales

Les points clés de cet accord sont les suivants :

- les responsabilités du Département d'Ille-et-Vilaine et de la Commission,
- les critères de sélection des projets,
- les vérifications et contrôles des organisations à financer,
- le calendrier prévisionnel,
- les transferts de fonds.

Principales responsabilités

Le Conseil départemental d'Ille-et-Vilaine sera responsable de l'appel à projets ; de l'évaluation des demandes soumises ; d'effectuer les vérifications de diligence raisonnable à l'égard des organisations qui ont présenté une demande de financement ; de créer une liste restreinte de projets pouvant être financés conjointement qui seront partagés avec la Commission ; et de valider la liste finale des projets qui recevront un financement.

La Commission sera chargée d'examiner la liste restreinte des projets transmise par le Département d'Ille-et-Vilaine ; de sélectionner les projets à financer ; et transférer les fonds pour les projets approuvés directement à l'association de solidarité internationale.

Critères pour la sélection des projets

Le Département d'Ille-et-Vilaine procédera à une évaluation initiale des demandes de financement afin de créer une liste restreinte de projets que la Commission examinera. Cet examen initial des demandes permettra d'évaluer les projets en fonction des critères d'attribution des fonds du Département, tels qu'énoncés à l'annexe 1.

La Commission évaluera les projets présélectionnés par rapport aux critères d'octroi de financement de Guernesey, comme mentionnés ci-dessous, et fournira au Département d'Ille-et-Vilaine une liste des projets que la Commission souhaite financer conjointement.

La politique d'aide de la Commission se concentre sur des projets qui fourniront une aide humanitaire pour améliorer les conditions de vie d'une communauté.

En définissant les «besoins fondamentaux» sur lesquels une subvention est accordée, les projets suivants sont des exemples types de projets soutenus par la Commission:

- Installation durable d'assainissement et d'accès à l'eau
- Projets agricoles, horticoles ou de pêche
- Installations médicales et de soins de santé
- Projets éducatifs, y compris la construction d'installations d'enseignement et l'établissement de programmes de formation durables
- Améliorer la gestion des risques de catastrophes, en particulier dans les zones à haut risque de catastrophes naturelles
- Projets de réhabilitation d'infrastructure de base après un conflit ou une catastrophe naturelle
- Déminage pour réutilisation des terres à des fins agricoles, etc.

 Impulser des cycles de micro crédits dans le but de créer ou dynamiser le développement économique

La Commission sera en mesure de financer conjointement des projets de solidarité internationale, conformément aux critères de sélection établis. La Commission pourra également envisager de financer plusieurs petits projets. Toutefois, pour soutenir l'accord de coopération conclu entre le Département d'Ille-et-Vilaine et les États de Guernesey, la Commission et le Département d'Ille-et-Vilaine donneront la priorité, si possible, au financement de projets plus importants qui permettront des financements conjoints.

Vérifications et contrôles des organismes à financer

Pour assurer le respect des exigences en matière de lutte contre le blanchiment d'argent et le financement du terrorisme, le Département d'Ille-et-Vilaine procédera à des vérifications préalables auprès des organismes ayant déposé une demande de financement avant le transfert des fonds. Les contrôles seront effectués dans le cadre du processus de candidature en utilisant les critères du formulaire de candidature délivré par le Département d'Ille-et-Vilaine, tel que défini en annexe 1. La Commission acceptera que toutes les organisations qui ont été évaluées et aient réussi les contrôles effectués par le Conseil départemental d'Ille-et-Vilaine puissent recevoir des fonds de Guernesey.

Seules les demandes de financement d'organismes ayant passé avec succès les contrôles effectués par le Département d'Ille-et-Vilaine seront incluses dans la liste restreinte des projets à cofinancer, envoyée à la Commission à Guernesey.

Pendant la durée du projet financé, Département d'Ille-et-Vilaine recevra des factures et un rapport d'auto-évaluation décrivant l'avancement du projet et la manière dont le financement est utilisé. Le rapport de l'association sera partagé avec la Commission à des fins de surveillance et de bilan.

Transfert de fonds

Une fois les projets sélectionnés et approuvés pour financement conjoint, la Commission transférera les fonds directement à l'organisation. L'association fournira à la Commission ses coordonnées bancaires pour faciliter le paiement.

Les demandes de financement seront en euros et la Commission transférera le montant équivalent en livres sterling à l'organisation pour couvrir la demande de financement en euros. Le taux de change sera convenu lors du transfert des sommes.

Avant tout transfert aux organisations, ces dernières devront au préalable signer et renvoyer à la commission l'accord de financement entre l'association et la Commission, qui précisera l'objet et le montant de la subvention et d'autres clauses telles que les exigences requises en matière de suivi du projet (rapports). L'accord de financement sera envoyé par le

Département à l'association et devra être renvoyé à la Commission dument complété et signé. Une copie de l'accord de financement est disponible en annexe 2.

Les délais pour les décisions

Le Département d'Ille-et-Vilaine transmettra à la Commission le calendrier prévisionnel des étapes et des dates butoirs, en décembre de l'année précédant l'appel à projets.

Lorsque l'appel à projet sera clos, le Département d'Ille-et-Vilaine procédera à une première évaluation des projets et créera une liste restreinte de projets susceptibles d'être cofinancés. Cette liste sera envoyée à la Commission pour examen des projets potentiels et sélection de ceux que la Commission souhaite soutenir par un financement conjoint. Les choix de la Commission seront envoyés au Conseil départemental d'Ille-et-Vilaine.

Lorsque le Département d'Ille- et- Vilaine aura reçu la sélection des projets à soutenir par la Commission, le Conseil départemental repartira l'enveloppe attribuée par Guernesey et informera la Commission de la liste définitive.

Le Conseil départemental d'Ille-et-Vilaine votera et approuvera la sélection des projets à financer. Une fois cette validation finale donnée, l'association de solidarité internationale destinataire retournera l'accord de financement signé, et les fonds seront transférés aux associations concernées dans les 6 à 8 semaines suivant la date de début du projet.

Signatures

Le Départemental d'Ille-et-Vilaine,	La Overseas Aid & Development
représenté par son Président, Jean Luc	Commission, representée par sa Présidente
Chenut	la Députée Emilie Yerby
Le comité Policy & Resources de	
Guernesey, representé par le Ministre des	
Affaires étrangères, le Député Jonathan Le	
Tocq	



Appel à projets « action de solidarité internationale » 2018

Règlement

1) Critères d'éligibilité des projets :

Porteurs de projets :

- ✓ Association ou comité de jumelage développant des projets de solidarité internationale ou menant des actions de sensibilisation ou d'éducation à la solidarité internationale.
- ✓ Avoir son siège en Ille-et-Vilaine depuis plus d'un an à la date de clôture du dépôt des demandes.

Recevabilité des dossiers :

- ✓ Les projets doivent concerner le continent africain. Les projets menés dans les pays d'intervention du Département seront privilégiés et plus particulièrement dans les régions partenaires : (Région Alaotra Mangoro à Madagascar, Province de Séfrou au Maroc, Région de Mopti au Mali).
- ✓ Le dossier doit être complet et comporter les devis principaux des dépenses envisagées.
- ✓ Les porteurs de projets dans les domaines de l'eau et de l'assainissement, de la gestion des déchets et de l'énergie devront également solliciter des subventions auprès des collectivités compétentes dans le cadre du 1% eau, déchets, énergie (loi OUDIN SANTINI).

Irrecevabilité des dossiers :

- ✓ Les échanges linguistiques et sportifs
- ✓ Les projets individuels
- ✓ Les rallyes raids et les envois de contenairs

2) Dépenses prises en compte :

Les dépenses prises en compte ne peuvent excéder 30% du budget total de l'action.

Les dépenses prises en compte sont les suivantes :

- ✓ Les dépenses d'investissement matériel (acquis sur place) ou d'équipement réalisées dans les pays d'intervention : travaux d'assainissement (eau, assainissement), gros matériel, mobilier lourd, équipement.
- ✓ Les dépenses d'investissement immatériel ou de formation réalisées dans les pays d'intervention : frais de formation/information pour les apprenants (transport, nourriture, hébergement..), frais liés à la publication des documents pédagogiques, défraiements des

- formateurs/intervenants, dépenses engagées pour les actions de sensibilisation, dépenses pour la mise en place de fonds de microfinance.
- ✓ Les dépenses liées à l'accueil en Ille-et-Vilaine de partenaires dans le cadre de la mise en œuvre de projet de développement (transport international et national, frais de séjour).

Les dépenses non prises en compte :

- ✓ Les frais de fonctionnement des infrastructures soutenues dans les pays d'intervention (rémunération de personnel, charges courantes).
- √ L'achat de terrain et de dépenses immobilières (construction, rénovation).
- ✓ Les frais de fonctionnement liés à l'activité ordinaire de l'association porteuse en Ille-et-Vilaine.
- √ L'envoi de matériel.

3) Critères de priorisation des projets :

Grille d'analyse des projets

1	Développement global et durable	Inscription du projet dans une démarche de développement durable (économique, social, environnemental, culturel) ? Complémentarité avec d'autres projets menés sur le même territoire ?
2	Partenariat, dans la définition et la mise en œuvre du projet (en Ille- et-Vilaine et dans le pays d'intervention)	Nature des partenaires locaux (autorités locales, société civile) impliqués dans la définition et la mise en œuvre du projet. Avez-vous élaboré votre projet avec d'autres associations d'Ille-et-Vilaine ? Elaboration du projet : A quels besoins répond le projet ? Comment ont-ils été identifiés? Les bénéficiaires ont-ils été associés? Quel portage local du projet ? Contacts avec les autorités locales? Mise en œuvre du projet : pilotage local du projet, implication des bénéficiaires ? Participation du partenaire local à des instances d'échange et de concertation sur le territoire d'intervention ?
3	Pérennité du projet : appropriation par les populations et autonomisation du projet	Consultation et participation aux décisions des bénéficiaires, des acteurs politiques, économiques et sociaux dans le respect de la diversité culturelle ? Actions envisagées pour assurer la pérennité du projet (renforcement des compétences locales, moyens techniques, autonomie financière) ?
4	Cohérence avec les orientations nationales et locales	Les autorités locales ont-elles été informées/associées au projet ? Obtention de l'accord des autorités ? Sont-elles partie prenante dans la mise en œuvre ? Cohérence du projet avec les orientations prioritaires définies par ces autorités ?

5	Evaluation	Qualité des critères de suivi et d'évaluation retenus.	
		A quelle périodicité l'évaluation est-elle prévue ?	
6	Ancrage territoriale en	Nombre d'adhérents de l'association	
	Ille-et-Vilaine	Actions prévues en Ille-et-Vilaine	
		 Autour du projet (pour la préparation et la restitution) 	
		- En matière de sensibilisation à la solidarité internationale.	
7	Diversification des sources de financement	Sollicitation d'autres collectivités ? Des fondations ? Les actions prévues en Ille-et-Vilaine permettent-elles de générer des ressources ?	
8	Egalité homme/femme	Ce projet contribue-t-il à garantir l'égalité entre les femmes et les hommes ?	

4) Date et lieu de dépôt des dossiers :

Les dossiers doivent être adressés complets pour le mardi 04 avril 2018 dernier délai au :

Département d'Ille-et-Vilaine, Mission Coopération Internationale Pole Egalité, Education, Citoyenneté 13, avenue de cucillé 35 000 RENNES

NB: Le formulaire unique de demande doit être adressé avec les pièces justificatives aux deux collectivités auprès desquelles vous souhaitez solliciter des financements. Il a pour but de faciliter les démarches administratives des associations en le complétant qu'une seule fois.

La Région Bretagne et le Département d'Ille-et-Vilaine étudient les demandes en fonction de leurs propres critères d'attribution et leur calendrier.

5) Réponse et versement de la subvention :

Les dossiers seront présentés devant la commission permanente du <u>lundi 16 juillet 2018</u>. Les réponses seront communiquées par courrier.

6) Compte rendu de réalisation du projet :

Le compte-rendu détaillé doit reprendre les objectifs du projet, les résultats attendus, l'impact escompté et indiquer si ceux-ci sont atteints. En cas d'écart, il doit en préciser les raisons. Il sera accompagné de tous documents (photos...) permettant de visualiser les réalisations. Le compte rendu doit être signé du Président ou du responsable de la structure. Il est à adresser à la Mission coopération internationale à la fin de l'action et au plus tard au moment du dépôt d'une nouvelle demande.

Information

Céline BOURDAIS: 02.99.02.20.48: celine.bourdais@ille-et-vilaine.fr

Payment Codes: OA2535/600020

«ID»/ «Full_Name_of_Charity» Funding Year – 2018



Accord de financement

Agreement in respect of Grant Aid Award

ASSOCIATION / ORGANISATION	CARITATIVE
Nom complet de l'association	
Full name of the charity	
Adresse postale du siège social de	
l'association	
Registered address of the charity	
CANDIDATURE SELECTIONNEE	
Détail du projet	"nom du projet"
Project details	
GOAC reference - «ID»	
Montant validé du financement	€ "montant demandé"
Amount of funding approved	
Date du début du projet	
Commencement date of project	
Nom et courriel de la personne référente	
Name and email address for principal contact person	
Détails du co financeur- Details of co-	•
funder/s	
Januaciya	
Veuillez joindre une preuve que le cofinancement	
est disponible pour le projet approuvé	
Please attach proof that co-funding is available for	
use on the approved project Nom du partenaire ou agence local (e)	
Merci de bien vouloir communiquer ses	
coordonnées en détail	
COOTGOTHICES ET GETAIL	

Pleas	se provide details of any in-country partner
	cies who will be delivering the project
Je s	oussigné.e, représentant légale de l'association, je déclare que:
-	Le projet ci-dessus sera entrepris tel que décrit dans la proposition et les dépenses refléteront celles prévues dans le budget associé.
-	J'ai lu et compris les critères sur lesquels le financement a été accordé (voir page 3- A) et, en particulier, je comprends que, si pour quelque raison que ce soit, les modalités d'utilisation des fonds étaient amenées à changer, l'association doit notifier à la Guernsey Overseas Aid Commission sans délai, en définissant comment et pourquoi le projet a changé et l'impact de ces changements sur les objectifs généraux du projet, les coûts et l'aboutissement du projet.
-	Je comprends que, dans de telles circonstances, le travail sur le projet devrait cesser, du moins en ce qui concerne l'utilisation du financement de la Commission, jusqu'à ce que la Commission confirme sa position.
-	Je comprends que toute partie non dépensée du financement doit être retournée à la Guernsey Overseas Aid Commission à la fin du projet, à moins qu'il n'en soit convenu autrement et que l'argent puisse être conservé pour l'utiliser sur un aspect directement lié du projet approuvé.
-	Je comprends que l'association doit fournir à la Commission un rapport expliquant comment le projet progresse et comment ses objectifs sont atteints, à savoir:
	 Un rapport final - doit être soumis environ douze mois après la réception de l'aide financière et, au plus tard quatorze mois après la réception de la subvention. Il doit inclure un rapport comptable final complet listant les dépenses réelles par rapport au budget approuvé.
-	Je comprends que l'association de solidarité internationale devra mentionner la Guernsey Overseas Aid Commission en tant que donateur, et utiliser son logo page 3 (B) si l'association que je représente souhaite communiquer sur son projet
-	Je comprends que la Commission peut exiger que l'association rembourse tout ou partie du financement en cas de violation du présent accord ou de son propre règlement intérieur.
No	om:
Fo	nction:

Signature:		
Date:	 	

FOR USE BY THE OVERSEAS AID & DEVELOPMENT COMMISSION

Application details	<pre>«Full_Name_of_Charity» «ID» «Name_of_Project»</pre>
Amount of funding awarded	£«Amount_Requested»
Date acceptance notice received	
Date payment released	

(A) "The Commission's Grant Aid policy focuses on projects which will deliver humanitarian aid to improve a community's basic living needs and conditions.

In defining "basic needs" on which the funding is been granted", the following types of projects are examples of the types of projects the Commission has supported:

- Sustainable supply of clean water basic sanitation facilities
- Agricultural, horticultural or fishing projects
- Medical and health care facilities
- Educational projects, including building teaching facilities and establishing sustainable training programmes
- Improving disaster preparedness, particularly in areas at a high risk of natural disasters
- Rehabilitation basic infrastructure projects following conflict or natural disaster
- Mines clearance to return land to agricultural use, etc.
- Rotating loan funds, micro-credit unions, village savings scheme."
- (B) Logo à utiliser à des fins de communication :



Framework agreement for collaboration between the department of Ille et Vilaine and the Guernsey Overseas Aid & Development Commission

Supported by the *Bureau des Îles Anglo-Normandes* on behalf of the Policy & Resources Committee of Guernsey

The Departmental Council of Ille et Vilaine, represented by Mr Jean-Luc Chenut, President Conseil Départemental of Ille-et-Vilaine

The Guernsey Overseas Aid & Development Commission (hereinafter referred to as "GOAC"), represented by its President Deputy Emilie Yerby

The Policy & Resources Committee of Guernsey (hereinafter referred to as "P&R"), represented by its Minister for External Affairs Deputy Jonathan Le Tocq

Supported by the Bureau des Îles Anglo-Normandes on behalf of the Policy & Resources Committee of Guernsey (hereinafter referred to as "BIAN")

Hereinafter jointly referred to as "the parties", establish a partnership to:

 Develop and implement a match funding protocol for GOAC to be able to provide financial support to charitable organisations based in Ille et Vilaine

References:

In view of the cooperation between the Departmental Council of Ille et Vilaine and the States of Guernsey, which covers education, youth mobility, sport, culture, exchange of civil servants and good practice, and any other areas of common interest.

Foreword:

The Departmental Council of Ille et Vilaine, the Guernsey Overseas Aid & Development Commission and the Policy & Resources Committee of the States of Guernsey express their intention to deepen their cooperation by creating a framework for collaboration for GOAC to provide funding to charitable organisations headquartered in the department of Ille et Vilaine, in line with the GOAC funding criteria.

Terms and conditions

The key points of the agreement are as follows: responsibilities of the Departmental Council of Ille et Vilaine and GOAC, criteria for selection of projects, due diligence checks, timescales for decisions, transfer of funds.

Main responsibilities

The Departmental Council of Ille et Vilaine will be responsible for issuing the call for funding; evaluating requests that are submitted; carrying out due diligence checks on organisations that have applied for funding; creating a shortlist of projects that could be jointly funded that will be shared with GOAC; and approving the final list of projects that will receive funding.

GOAC will be responsible for reviewing the shortlist of projects that is provided by the Departmental Council of Ille et Vilaine and selecting projects to fund; and transferring the funds for approved projects directly to the charitable organisation.

Criteria for selecting projects

The Departmental Council of Ille et Vilaine will do an initial assessment of applications for funding to create a shortlist of projects for GOAC to review. This initial review of applications will assess projects against the Departmental Council's criteria for awarding funding.

GOAC will assess the shortlisted projects against the Guernsey criteria for awarding funding, and provide the Departmental Council of Ille et Vilaine with a list of the projects that GOAC would like to joint fund.

GOAC will be able to joint fund international development projects, in line with the relevant selection criteria, which have a funding request of around €10,000, which would mean funding of €5000 from each jurisdiction. GOAC will also be able to consider funding multiple smaller projects. However, to support the cooperation agreement in place between the Department of Ille et Vilaine and the States of Guernsey, GOAC and the Departmental Council of Ille et Vilaine will prioritise, where possible, funding for larger projects which will allow for joint funding to take place.

Due diligence checks

To ensure compliance with Anti-Money Laundering and Countering the Financing of Terrorism requirements, the Departmental Council of Ille et Vilaine will carry out due diligence checks on the organisations that have applied for funding, prior to any funds be transferred. The checks will be carried out as part of the application process using the criteria in the application form issued by the Departmental Council of Ille et Vilaine. GOAC will accept that any organisations which have been assessed and passed the checks carried out by the Departmental Council of Ille et Vilaine are able to receive funds from Guernsey.

Only applications for funding from organisations which have passed the checks carried out by the Departmental Council of Ille et Vilaine will be included in the shortlist of projects for joint funding.

During the lifetime of the project that is being funded the Departmental Council of Ille et Vilaine will receive invoices and reports outlining the progress of the project and how the funding is being used. These reports will be shared with GOAC for monitoring and reporting purposes.

Transfer of funds

Once projects have been selected and approved for joint funding, GOAC will transfer the funds directly to the organisation. The Departmental Council of Ille et Vilaine will provide GOAC with the relevant banking details to facilitate the payment.

Question – who will tell the organisations that they are being joint funded? Will I&V do this, or will GOAC have to make contact? I think it would be easier if I&V did this, perhaps as part of any correspondence they have with organisations telling them their application has been successful?

Timescales for decisions

The Departmental Council of Ille et Vilaine will issues its application for funding in 31st March of each year. The deadline for funding requests will be the beginning of April.

When the application for funding has closed, the Departmental Council of Ille et Vilaine will carry out an initial assessment of the projects and will create a shortlist of possible projects that could be eligible for joint funding. This shortlist will be sent to GOAC so that they can review the list of potential projects and select those that they would like to support through joint funding. GOAC's selections will be sent to the Departmental Council of Ille et Vilaine by the end of April.

When the Departmental Council of Ille et Vilaine have received GOAC's selection of projects to be supported, the Departmental Council will complete its selection or projects and will inform GOAC of the final list by the end of May.

The Departmental Council of Ille et Vilaine will vote and approve the selection of projects to be funded at its Assembly Meeting in July. Once this final approval has been given funds will be transferred to the relevant organisations by 31st July each year.

Signatures

The Departmental Council of Ille et Vilaine, represented by Mr Jean-Luc Chenut, President Conseil Départemental of Ille-et-Vilaine	The Guernsey Overseas Aid & Development Commission, represented by its President Deputy Emilie Yerby
The Policy & Resources Committee of Guernsey, represented by its Minister for External Affairs Deputy Jonathan Le Tocq	



Index to photos on back cover

Pragya – Safe Water and Sanitation Facilities for Marginalised Mountain Communities, Sindhupalchowk and Dhading Districts, Nepal	International Tree Foundation – Better Lives for the People of the Forest Corridor, Ambalavao and Anjozorobe, Madagascar
SCIAF – Improving food and income security through sustainable livelihoods and climate resilience in 3 villages in Izege, South Kivu Province, Democratic Republic of Congo	The Order of St John – Integrated Outreach Support for Safe Motherhood and Families Living with HIV, Chunga and Mungule, Zambia
Humanitarian Aid Relief Trust (HART) – Nyieth School Classroom Construction, Awan Chan County, Gogrial State, South Sudan	Africa Educational Trust – Safe Space for Womens' Education in Yambio, Gbudue State, South Sudan



