

DOUZAINÉ

MANDATE

The Douzaine was constituted by Resolution of Chief Pleas in October 1770

CONSTITUTION:

- Membership of seven Conseillers in accordance with Section 43 of The Reform (Sark) Law, 2008, as amended.
- Up to 2 non-voting members who shall not be sitting members of Chief Pleas but who shall be elected by Chief Pleas.
- A Quorum shall consist of no less than five voting members.

MANDATE:

1. To nominate and propose to Chief Pleas the appointment of the Constable and Vingtenier after discussions with the then holders of those offices.
2. To nominate and propose to Chief Pleas the appointment of the Procureur and Deputy Procureur after discussions with the then holders of those offices.
3. To review the need and financial status of persons applying for financial assistance or residential care brought to the attention of the Douzaine by the Procureur des Pauvres. To allocate assistance as and when required from funds provided to the Procureur des Pauvres by the Island Treasurer. The Douzaine reserves the right to recover assistance given from the estate of any person receiving assistance.
4. To cause accurate accounts to be kept by the Procureur des Pauvres of all monies received and all expenditure incurred. The Douzaine shall scrutinise the accounts before they are submitted to the Treasurer for inclusion in the Financial Statements of the Island.
5. To maintain a register (the Cadastre) of property ownership and possession for the purpose of supplying the Island Tax Assessor with accurate records in accordance with the requirements of The Direct Taxes Law, 2002 and The Direct Taxes (General Provisions) (Sark) Ordinance 2003.
6. To appoint, manage and generally oversee the responsibilities of the Sark Old Island Hall Sub-Committee of the Douzaine.
7. To appoint, manage and generally oversee the responsibilities of the Sark Public Works Sub-Committee of the Douzaine ("Public Works").
8. To be responsible, via Public Works, for the maintenance and cleaning of public roads, gutters, water-courses, paths, public toilets, public seats, and steps leading to the Island's bays and landing places, and to request funds from the Island Treasurer for those purposes.
9. To ensure that Public Works correctly appoints, supervises and manages the Island's manual work force and to request funds from the Island Treasurer for their payment.
10. To ensure that Public Works correctly collects, manages and disposes of the Island's waste material and sewage and to request funds from the Island Treasurer for those purposes net of monies collected in respect of those services.
11. To be responsible, via Public Works, for the maintenance and repair of all Island machinery and equipment used for Public Works and Douzaine purposes.
12. To be responsible, via Public Works, for the erection and maintenance of warning signs, direction signs and signposts, and to request funds from the Island Treasurer for those purposes.

13. To be responsible, via the Constables for ensuring that landowners correctly cut and maintain all hedgerows and banks bordering all Island roads.
14. To be responsible for advertising for tenders and placing contracts for the maintenance of Island property other than that under the control of the Island Trustees.
15. To be responsible for letting, appointing tenants, fixing rents and terms on property surplus to the requirements of the Douzaine. Income arising from and expenditure on Island Property to be recorded in the Island's Financial Statements.
16. To be responsible for the purchase and maintenance of Island trees, and to request funds from the Island Treasurer for those purposes.
17. To be responsible for everything concerning the Island cemeteries and adjacent land and to prepare for the future need for burial sites.
18. Together with the Seigneur to propose or approve all alienation of land for the benefit of the community.
19. To be responsible for the management, repairs and maintenance of properties delegated to the Douzaine by the Island Trustees.
20. To maintain the Register of Restricted Dwellings as required by The Housing (Control of Occupation) legislation.
21. To administer and issue licences for firearms, shotguns and ammunition under the Firearms (Sark) Law, 2001 and related Ordinances.
22. To liaise with the Chief Officer of the Guernsey Police on firearms matters.
23. To keep accurate records of all firearms held by licensees.
24. To keep accurate records of all licence fees received.

LEGISLATION

See **Appendix 1**

Appendix 1

Laws

- Order in Council Alienation de terres dans l'île de Serk 1927
- The Housing (Temporary Provisions)(Sark) Law, 1976
- The Housing (Temporary Provisions)(Amendment)(Sark) Law, 1986
- The Reform (Sark) Law, 2008
- The Direct Taxes Law, 2002
- The Housing (Control of Occupation) (Sark) Law, 2011
- The Housing (Control of Occupation) (Sark) (Amendment) Law, 2013
- The Housing (Control of Occupation) (Sark) (amendment) Law, 2014

- The Firearms (Sark) Law, 2001

Ordinances

- The Direct Taxes (General Provisions) (Sark) Ordinance 2003
- The Cutting of Hedges (Sark) Ordinance, 2009
- The Housing (Control of Occupation) (Commencement and Prescribed Persons) (Sark) Ordinance 2014 (No. 1/2014)

- The Shotguns (Sark) Ordinance, 1994
- The Firearms (Sark) Law, 2001 (Commencement and Fees) Ordinance, 2002

- The Refuse and Litter (Sark) Ordinance, 1983
- The Transfrontier Shipment of Waste (Sark) Ordinance, 2001

Conventions

- Rotterdam Convention – Prior Informed Consent ([P&P lead](#))
- Basel Convention – Transboundary Shipment of Hazardous Waste
- London Convention and Protocol on Marine Pollution

Agreements

- MoU between the Sark Firearms Committee, The Sark Constable & The Guernsey Police.

13th January 2017