

# MINUTE

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**Harbour Board**  
**Council Chamber, Town Hall, Lerwick**  
**Wednesday 9 June 2010 at 10.00am**

**Present:**

A T J Cooper	L Boswell
I J Hawkins	R S Henderson
F A Robertson	

**Apologies:**

A T Doull	E L Fullerton
J H Henry	R C Nickerson
A Polson	C Smith

**In Attendance (Officers):**

G Greenhill, Executive Director - Infrastructure  
R Moore, Head of Ports & Harbours Operations/Harbour Master  
A Inkster, Engineering Manager – Ports  
A Christie-Henry, Project Manager – Ports for the Future  
J Williamson, Design Manager  
B Robb, Management Accountant  
S Summer, Administration Manager  
L Gair, Committee Officer

**Also:**

A Blackadder, AB Associates  
R Reynolds, AB Associates

**Chairperson:**

Mr A T J Cooper, Chairperson, presided.

**Circular:**

The circular calling the meeting was held as read.

**Declarations of Interest:**

None.

**Minutes:**

The minutes of the Harbour Board meeting held 28 April 2010, having been circulated, were confirmed.

**Member's Attendance at External Meetings**

Mrs I J Hawkins and	Fisheries Exhibition, Glasgow, 19-23 May 2010.
Mr R S Henderson	

26/10 **New Business**

The Board noted a report by the Head of Ports and Harbours Operations/Harbour Master, attached as Appendix 1.

The Head of Ports and Harbours Operations introduced the report and advised that the three StS transfers were not all oil related and that there was also ballast water transfer. The Head of Ports and Harbours Operations advised that he hoped that the visits to meet with London and Aberdeen based oil companies would have taken place before the next Board meeting.

In addition to the promotion of the Ports' facilities to attract more business, including fishing and renewables, the Head of Ports and Harbours Operations advised he had made contact with the Planning Service to ensure that there is a paragraph included in the Main Issues Report on the development of the infrastructure around Council piers to accommodate these new business activities. Mr F A Robertson was of the view that this was a sensible thing to do and that to get as much information as possible on the ports and harbours and future facilities into the Main Issues Report was good. He added that the document would be reviewed every 5 years. Head of Ports and Harbours Operations confirmed that this would include all Council facilities.

The Chairperson advised that on Thursday, the Development Committee would discuss a report on renewables and the studies that would be needed and what interface was required with other external agencies. He said it was important to closely liaise with the Planning and Development services in order to ensure consistency of approach.

#### **27/10 Ports Project Monitoring Report**

The Board considered a report by the Harbour Master/Head of Ports and Harbours Operations, attached as Appendix 2, and the following updates were provided.

##### **Dock Symbister – RCM 2309**

The Head of Ports and Harbours Operations advised that the Engineering Manager, Ports had observed further deterioration of the structure and this was something that would be monitored. The Dock would remain on this report and it was hoped that a solution would soon be found for the Whalsay Link.

##### **Tug Replacement Programme – RCM 2313**

Photographs showing the progress of the two tugs were circulated at the meeting. Board Members were provided with a more detailed explanation behind the delay in completing the necessary trials. The anticipated date for the trials to begin will be the first week of July with the second tug trials beginning 2-4 weeks later.

The naming of the vessels will now be held in October. The Head of Ports and Harbours Operations added that the project remained on budget.

##### **Walls – RCM2316**

The Board were advised of progress with regard to the Planning Application, the negotiations with Scottish Water regarding the moving of the main septic tank and the progress made on the purchase of land.

##### **Navigational Aids – PCM2104**

The Board were advised that the benefit in changing to LED technology would be less power would be required and maintenance costs would be reduced. The Head of Ports and Harbours Operations advised that this change had been discussed with the Pilots to ensure that it meets their operational requirements.

##### **Scalloway Dredging – RCM 2208**

The Board were advised that the tender documents are now with Legal Services and it was hoped that they would be ready for issuing by the beginning of next week.

#### Fetlar Breakwater – GCY7214

The Board were advised that the land was the main issue to be resolved. The Design Manager informed the Board that he would be visiting Fetlar the next day to meet with the tenant in order to move things ahead. He advised that the Environmental Impact Assessment was ready for printing and the planning application would then be resubmitted. The Design Manager anticipated that the project would begin three months after the land issue was resolved. In response to questions regarding the start date and the ERDF funding, the Design Manager explained that the land transaction does not have to be finalised, but there needs to be an agreement in principle, before work can begin and he anticipated contractors would be on site before the end of the financial year.

The Chairperson stressed the importance of retaining the ERDF Funding and he would raise the matter at the Infrastructure Committee, as he did not wish to see the Highlands and Islands Partnership de-committing the money again.

#### Fair Isle

The Engineering Manager – Ports advised that the structure had been shipped to Fair Isle, however the contractor was having difficulty finding accommodation for his workers, but that should be resolved by the end of next week.

#### Ports and Harbours Capital Programme – PCM2101

The Head of Ports and Harbours Operations advised that the figures reflected the position at present and explained that the overspend of £70,000 was as a result of accruals that had not come through from last year but this would be updated following the Council meeting on 30 June 2010, and explained that the overspend was due to the generator work, which crossed into the next financial year.

#### **28/10 Port Operations Report**

The Board noted a report by the Harbour Master, attached as Appendix 3.

Having been omitted from the agenda, Appendix I was tabled at the meeting.

The Head of Ports and Harbours Operations advised that feedback from the British Ports Authority, following the Fishing Exhibition, had been a positive event on the whole.

#### **29/10 Revenue Monitoring (April 2009 – January 2010) – Ports and Harbours Operations**

The Board noted a report by the Head of Finance, attached as Appendix 4.

The Management Accountant advised that the figures had been adjusted to remove accruals in order to provide a true picture of expenditure. She advised there had been a favourable variance for the month.

The Chairperson commented that the Port would be entering a quiet period due to the summer shut down season.

#### **30/10 Status Update Report**

The Board noted a report by the Harbour Master/Head of Ports and Harbours Operations, attached as Appendix 5.

The Head of Ports and Harbours Operations provided a detailed introduction to the report.

### Ship to Ship

The Chairperson said that whilst the industry may be trying to seek some sort of modification to what is going through as legislation, the Port was keen to keep to the statutory requirements. He said that it was important to engage with regulatory authorities to get a certificate to carry out Ship-to-Ship transfers as soon as possible in order to promote Sullom Voe as an authorised Port. The Chairperson encouraged Officers to make a speedy application.

### Oil and Gas

The Chairperson highlighted the need to encourage every possible new business stream and to liaise with other businesses such as Chevron. He said this should be done as soon as possible. Mr L Boswell advised that the Terminal were always interested in new business and contact with Chevron had already been made and he would monitor this development.

### Crown Estate

Following comments from Mr F A Robertson, Members were advised that at meetings held with the Crown Estate, reference is always made to the ZCC Act.

The Chairperson said that it was important to resolve outstanding issues such as West Burrafirth.

### 31/10 **Membership of North Scotland Industries Group**

The Board considered a report by the Harbour Master/Head of Ports and Harbours Operations, attached as Appendix 6.

The Head of Ports and Harbours Operations introduced the main terms of the report and highlighted the benefits to the Port by becoming a member of the North Scotland Industries Group. He advised that the main comment when producing the report was related to the Council being the member however this would increase the membership fee as it is based on turnover. The Head of Ports and Harbours Operations said that the recommendation was that Ports and Harbours would join at the reduced fee and share information with other departments. He added that if there were a need to change this in the future a report would be brought to the Board.

Mrs I J Hawkins said that this was a sensible approach and moved that the Board approve the recommendations contained in the report, seconded by Mr F A Robertson.

In response to queries, the Head of Ports and Harbours Operations advised that there was a quarterly board for members and interested parties looking for business from the Members of the Group. He informed that there would be regular communication with group members as well as adhoc meetings to address potential issues. The Head of Ports and Harbours Operations explained that immediate contact would be through newsletters where the Ports and Harbours Operations will be listed as one of the member companies. He added that he was aware that the port had missed out on business as a result of not being part of this organisation.

**In order to avoid the disclosure of exempt information, Mr A T J Cooper moved, and Mr R S Henderson seconded, to exclude the public in terms of the relevant legislation during consideration of the following items of business.**

*(The media left the meeting)*

32/10 **Port and Harbour Agreement**

The Board considered a report by the Head of Legal & Administration.

Mrs I J Hawkins moved that the Board approve the recommendations contained in the report, Mr R S Henderson seconded.

33/10 **Scalloway Dredging Business Case**

The Board noted a report by the Harbour Master/Head of Ports and Harbours Operations.

Mr A Blackadder, AB Associates, provided a presentation that gave a more detailed explanation behind the conclusions in their earlier report.

Members discussed the contents of the report, and complimented Mr Blackadder on the thorough presentation and report.

34/10 **Zoning for Land for Development at Sella Ness and Scatsta**

The Board noted a report by the Head of Economic Development.

The Head of Economic Development introduced the report and in referring to the appendices, he provided information relating to the use of the designated areas.

The Head of Economic Development and the Head of Ports and Harbours Operations responded to questions relating to the operational use of the land in the short term and beyond.

35/10 **Updated report on Ports for the Future**

The Board considered a report by the Executive Director – Infrastructure.

The Executive Director – Infrastructure introduced the report and updated Members on progress made with regard to the consultation process. He advised that although negotiations were progressing, there was a need for the timescales to remain flexible to ensure that a mutually satisfactory outcome is reached.

Mr F A Robertson moved that the Board approve the recommendations contained in the report, seconded by Mr A T J Cooper.

The meeting concluded at 11.45am.

A T J Cooper  
CHAIRPERSON