

MINUTE

B - PUBLIC

Harbour Board

Council Chamber, Town Hall, Lerwick

Thursday 29 April 2015 at 10.00 am

Present:

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| M Burgess | A Cooper |
| B Fox | R Henderson |
| A Manson | F Robertson |
| M Stout | A Westlake |

Apologies:

None

In Attendance:

M Sandison, Director of Infrastructure Services
D Bell, Executive Manager – Human Resources
J Riise, Executive Manager – Governance and Law
J Smith, Executive Manager – Change Programme
P Morgan, Harbour Master
A Inkster, Team Leader – Port Engineering
P Wishart, Solicitor
C Anderson, Senior Communications Officer
L Gair, Committee Officer

Chair

Ms A Manson, Chair of the Board, presided.

Circular

The circular calling the meeting was held as read.

Declarations of Interest

None

Minutes

The Board approved the minutes of the meeting held on 24 February 2015 on the motion of Mr Henderson seconded by Ms Westlake.

08/15 Scalloway Harbour Business Case Update

The Board noted a report by the Director of Infrastructure Services (ISD-08-15-F), which provided a progress update on the development of a Strategic Outline Business Case following the Scalloway Harbour Masterplan.

The Director of Infrastructure Services introduced the report and explained that a number of her staff had undertaken Business Case training during which Officers had been tasked to identify 12 long list initiatives. From this process there was a clear understanding on the importance to work with the Lerwick Port Authority to support the white fish sector in a co-ordinated manner. The Director of Infrastructure Services advised that a Members' Seminar would be arranged for late June/July to inform on the outcome of the Business Case training in order that an understanding and agreement can be reached before the business case is circulated to stakeholders. The Director of Infrastructure Services also advised that the

Trainer had agreed to repeat the training as a number of Members had been unable to attend the first session arranged, and this would take place 7-10 July.

The Director of Infrastructure Services confirmed that the building better business cases model would be adopted by her services and stated the importance of moving to practical examples so that officers can understand how the model works in practice. She also advised that this work would feed into the budgetary cycles and ideas to be progressed would also feed into the harbour dues. Following the Members' seminar in July, stakeholders will be engaged during August and any decisions required would be presented in September/October. The Director of Infrastructure Services advised that short term fixes to the fishmarket's failing infrastructure would be implemented to give Officers time to present the outcome to Members to enable them to decide upon the right options for the long term future of the Port. A Member noted that should a decision be made in 2016/17 on the future of the Port, the proposals would need to be designed then a further year added to secure the contract.

The Director of Infrastructure Services confirmed that all ports would be part of this process and advised that an update on the Toft Pier, in particular, would be included in the next update report. Concern was expressed that there had been no Member involvement in the process so far and it was considered that value would be gained from the knowledge and expertise of Mr Burgess, Central Ward Member. In referring to the process so far, the Director of Infrastructure Services said it was not common practice to involve Members or stakeholders during the early stages of a business plans development and this was a training programme for staff, however she confirmed that Members would be involved later in the process.

In responding to a question, the Director of Infrastructure Services explained that at this stage in the process focus would be on Scalloway and a report would be provided shortly by AB Associates on small ports. She said that a business case would also be carried out on the small ports. She acknowledged the long process but assured Members this was key to ensuring the right outcome.

In referring to discards, a Member stated that Scalloway has room for discards but would urgently need a designated area. It was noted that there is possible EU funding available for this however it was acknowledged that the more time spent looking for the funding the less chance there is of any funding being left to get.

A Member noted a number of positive attributes from this report and the discussion held, including:

- that this work is to be complementary to that of the Lerwick Port Authority;
- the clear reference to the corporate plan (although it was noted there was no reference in the plan to its harbour function);
- discussions are being held with the industry that are experiencing a period of growth in fish landings and there is optimism looking towards infrastructure requirements for the next 25 years and beyond.

The Member commented further on the additional harbour dues that have been achieved through the large vessels currently berthed at Scalloway harbour, and suggested that in light of the timescale involved to access external funding that any surpluses derived from this income should be used for improvements required.

It was also suggested that with the current confidence to fish and land in Shetland it was important to ensure the needs of the fishing industry are taken on board in the design for a new fish market for Scalloway.

Decision:

The Board **RESOLVED** to note that a Strategic Outline Business Case is being developed for future investments in Scalloway Harbour.

In order to avoid the disclosure of exempt information, Ms Manson moved, Mr Robertson seconded, and the Board RESOLVED to exclude the public in terms of the relevant legislation during consideration of the following items of business.

09/15 **Sellaness Operating Model**

The Board considered a report by the Director of Infrastructure Services.

The Director of Infrastructure Services summarised the main terms of the report and responded to questions from the Board.

After some discussion, the Board resolved to approve the recommendations in the report.

Decision:

The Board **RESOLVED** to approve the recommendation in the report.

10/15 **Ports & Harbours Management Structure and Harbourmaster Recruitment**

The Board considered a report by the Director of Infrastructure Services

The Director of Infrastructure Services summarised the main terms of the report.

The Director of Infrastructure Services, Executive Manager – Governance and Law, and the Change Programme Manager then responded to questions from the Board.

After some further discussion, the Board approved the recommendation in the report.

Decision:

The Board **RESOLVED** to approve the recommendation in the report.

The meeting concluded at 11.50am.

Chair