

MINUTE

A&B - PUBLIC

Harbour Board

Auditorium, Museum and Archives, Hay's Dock, Lerwick

Wednesday 14 June 2017 at 2pm

Present:

M Burgess A Cooper
S Leask A Manson
R Thomson

Apologies:

S Coutts A Duncan
D Simpson

In Attendance:

M Sandison, Director of Infrastructure Services
J Belford, Executive Manager - Finance
J Smith, Acting Executive Manager – Ports and Harbours
B Dalziel, Harbourmaster
A Inkster, Team Leader – Port Engineering
B Robb, Management Accountant
K Adam, Solicitor
L Malcolmson, Committee Officer

Also

Capt. T Auld, Designated Person, ABP Mer

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 minutes of the meeting held on 6 March 2017 were approved on the motion of Mr Cooper, seconded by Ms Manson.

08/17 Ports and Harbours End of Year Performance Report 2016/17

The Board considered a report by the Acting Executive Manager – Ports and Harbours (PH-06-17-F), which summarised the activity and performance of the Ports and Harbours Service.

The Acting Executive Manager – Ports and Harbours introduced the report and updated Members on what had been achieved in the last year.

During the meeting Members discussed a number of items including how the Council handles poor performance, what the risks are in not carrying out more preventative

maintenance on its assets and infrastructure, concern around the lack of pollution capability in Sellaness and the expectation that the Council will take care of things. In responding the Acting Executive Manager – Ports and Harbours advised that the Council has a number of tools to help engage with staff to improve services. The Management Team has recently been reworked and with positive reinforcement it has been possible for the service to up its game together with new approaches and re-skilling staff. In terms of preventative maintenance of assets it was explained that the Toft Pier, for example, was a special case but assets such as ferry terminals may, at any time, require unexpected repairs. The Acting Executive Manager – Ports and Harbours said that there is a risk when substantive maintenance is put off. The Acting Executive Manager – Ports and Harbours commented on the current position at the Sullom Voe Terminal and the transition between BP and Enquest. He said that the cost of pollution control is recovered but it may be helpful to have a separate set of agreements taking account of all charging mechanisms.

The Director of Infrastructure Services and the Board acknowledged the work of the Acting Executive Manager – Ports and Harbours in addressing the staffing issues and for his proactive view on maintenance and the work he is doing with Enquest around the opening hours of the terminal, workforce planning and skills to keep the port going to 2050. The Director of Infrastructure Services said that the Port now aims for excellence as it moves into a new era.

The Board noted the report.

Decision

The Harbour Board NOTED the performance of the Ports and Harbours Service against its stated objectives and planned actions as Duty Holder under the Port Marine Safety Code.

09/17 Management Accounts for Harbour Board: 2016/17 – Draft Outturn at Quarter 4

The Board considered a report by the Executive Manager – Finance (F-016-17-F), which enabled the Board to monitor the financial performance of services within its remit.

The Management Accountant introduced the report and Members noted the content of the report.

Decision

The Harbour Board NOTED the Management Accounts showing the draft outturn position at Quarter 4.

10/17 2016/17 Pilotage Accounts – Draft Outturn

The Board considered a report by the Executive Manager – Finance (F-042-17-F), which presented the Pilotage Accounts draft outturn position for 2016/17 as at the end of the fourth quarter, enabling the Board to monitor the financial performance of the pilotage services provided by the Council.

The Executive Manager – Finance introduced the report and Members noted the content of the report.

Decision

The Harbour Board NOTED the Pilotage Accounts showing the draft outturn position at Quarter 4.

11/17 2017/18 Capital and Revenue Projects Report

The Board considered a report by the Team Leader – Port Engineering (PH-07-17-F) which presented updates to the Board on the significant engineering projects for Ports and Harbours Operations during the financial year 2017/18.

The Team Leader – Port Engineering introduced the report, and in the absence of a separate report referred to in paragraph 4.1.1 on the Scalloway Fish Market, the Acting Executive Manager – Ports and Harbours provided a verbal update where he explained the next substantive step would be to be granted planning permission. He said that the full business case should be ready between August and October 2017 which would be put through the Gateway process, and thereafter the project will be put out to tender. The Acting Executive Manager – Ports and Harbours added that once tendered European Maritime and Fisheries Funding would be sought and only if that was secured would the project proceed if possible.

In responding to concerns around the suggestion to report to Council in October, the Executive Manager – Finance confirmed that the suggested timetable would be acceptable and would be able to feed into the capital programme.

Assurance was sought and provided that the option to develop a new market on the existing site was best value and the Board was advised that with professional advice it was the better option and provided the best use of the space on the quayside. It was noted that there was a new business case and the option appraisal should lead to a more robust outcome than would have been possible on the original appraisal.

In terms of jetty maintenance the Team Leader – Port Engineering advised that he was confident that the preventative maintenance would extend the life of the jetties for another 30 years. He confirmed that the work is carried out as necessary, which is paid for by the Terminal Operator.

In response to suggestion that Members could be of assistance and be involved in the Scalloway Fish market project, with a view to keeping the process moving forward, Officers cautioned against becoming involved in the detail but said that Members will receive regular updates as duty holder.

The Team Leader – Port Engineering, upon request, provided a summary of the cathodic protection process and said that he was confident that there is now a programme in place so that there would not be a similar situation to Toft Pier, in the future. Members were advised that updates would continue to be provided through the regular performance report.

Decision

The Harbour Board NOTED the content of the report and areas of progress made.

12/17 Harbourmasters Report

The Board considered a report by the Interim Harbourmaster (PH-02-17-F), which briefed and informed the Port Marine Safety Code (PMSC) Duty Holder of the professional concerns and current status as reported by the Harbourmaster.

The Director of Infrastructure Services introduced the report advised that the newly appointed Harbourmaster was off island on business. She advised however that Capt. Auld, Designated Person, was present to address the Board in regard to his report attached as Appendix 1 to the Harbourmaster's Report.

Capt. Auld advised that he would take questions on the Designated Person's report and continued to provide a verbal Annual Summary Report (attached as Appendix A to this minute).

During discussions Members expressed concern regarding the close quarter's situation between a tanker and a fishing boat on 5 February 2017. Officers provided a summary of the incident and how it had been followed up. It was noted that the new Harbourmaster will be making contact with a number of organisations and that this will be raised with the appropriate persons to highlight the need for the industry stakeholders to work closely with the Port. Members acknowledged that some vessels are not members of agencies making it more difficult to make contact.

In response to a question, Members were advised that they would be invited to visit the Sullom Voe Port by sea as well as other tours. Members also noted that at paragraph 4 of the Designated Person's report there was no information, to which Capt. Auld explained that this was an error in reporting and that he had observed the information and confirmed that the table for "In Date Qualifications" was being correctly maintained. In terms of observations made in paragraph 6.1 of the Harbourmaster's report Members were informed that pier users had been advised to keep their fishing equipment, such as buckie pots, from obstructing the south east entrance to the Sullom Voe channel.

Decision

The Harbour Board NOTED the report.

The meeting concluded at 3.35pm.

Chair