

MINUTE

A & B - PUBLIC

Harbour Board
Council Chamber, Town Hall, Lerwick
Monday 5 March 2018 at 3.30pm

Present:

M Burgess	A Cooper
S Coutts	A Duncan
S Leask	D Simpson
R Thomson	

Apologies:

A Manson

In Attendance:

M Sandison, Chief Executive
J Belford, Executive Manager - Finance
J Smith, Acting Executive Manager – Ports and Harbours
G Maitland, Harbourmaster
A Inkster, Team Leader – Port Engineering
S Summers, Administration Manager
P Wishart, Solicitor
B Kerr, Communications Officer
L Malcolmson, Committee Officer

Chair

Ms A Manson, Chair of the Board, presided.

Circular

The circular calling the meeting was held as read.

The Chair ruled, in accordance with Section 43(2) of the Local Government in Scotland Act 2003, the attendance of Councillor Mark Burgess during the proceedings be permitted by telephone link.

Declarations of Interest

None

Minutes

The minutes of the meeting held on 7 February 2018 were approved on the motion of Mr Leask, seconded by Mr Cooper.

4/18 **Ports & Harbours Performance Report 2017/18 – Q3**

The Board considered a report by the Acting Executive Manager – Ports and Harbours (PH-03-18F), which summarised the activities and performance of the Ports and Harbours Service for Quarter 3.

The Acting Executive Manager – Ports and Harbours introduced the report.

During questions comment was made in regard to the transport links to the islands and it was suggested that the business plan for the development of ferry terminals may not be necessary if the option for fixed links are progressed. The Acting Executive Manager – Ports and Harbours said that there were a number of options to be considered going forward that would include the evaluation of the terminals, and all information would be presented together.

In referring to PH1721 “Harbour Development Opportunities” the question was asked if there would be an opportunity to work with the community to look at what is best for Scalloway as a whole. It was agreed that Officers would follow up with the community initiative representative to consider the opportunities for Scalloway but more detail would be needed to ensure that the Council fits in with their work. He said that some of this work included roads and transport in and out of Scalloway and the use of land around the harbour area.

During the discussion, it was noted that the viewpoint survey saw an increase in staff satisfaction in terms of performance. The Acting Executive Manager – Ports and Harbours advised that the service had outperformed the rest of the Council and feedback indicated that Ports and Harbours was now a better place to work.

Decision

The Harbour Board NOTED the contents of the report and the achievements of the service, progress against the priorities set out in the Ports & Harbours service plan.

5/18 Management Accounts for Harbour Board: 2017/18 – Projected Outturn at Quarter 3

The Board considered a report by the Executive Manager – Finance (F-027-F), that enabled the Harbour Board to monitor the financial performance of Ports and Harbours Operations to Quarter 3 for 2017/18.

The Executive Manager – Finance introduced the report commenting on the variances identified.

Reference was made to the terminal rates increase, and in response to a question the Executive Manager – Finance said that appealing the rates increase was an option.

Following some discussion Mr Cooper moved that the Board note the decision required in the report with the addition that an appeal against the Assessor’s increase in rates for Terminals would be made. Mr Leask seconded.

Decision

The Harbour Board

- reviewed the Management Accounts showing the projected outturn position at Quarter 3;
- agreed the actions set out by the Director in paragraph 4.3 to mitigate the projected reduction in surplus; and
- requested that an appeal be made against the Assessor’s increase in rates for Terminals.

6/18 2017/18 Pilotage Accounts – Projected Outturn at Quarter 3

The Board considered a report by the Executive Manager – Finance (F-021-F), which presented the projected outturn position for 2017/18 as at the end of the third quarter

enabling the Board to monitor the financial performance of the pilotage services provided by the Council.

The Executive Manager – Finance introduced and the Board noted the report.

Decision

The Board **RESOLVED** to note the Pilotage Accounts showing the projected outturn at Quarter 3.

7/18 2017/18 Capital and Revenue Projects Report

The Board considered a report by the Team Leader – Port Engineering (PH-05-18F), which provided updates on the significant engineering projects for Ports and Harbours Operation during the financial year 2017/18.

The Team Leader – Port Engineering introduced the report, and advised that he would meet on Monday with Arch Henderson to review the tender questionnaires and that the tender for the chilled facility would be complete by the end of the month. He advised that the VTS replacement had been delayed and the contractor was taking longer to procure the required equipment. In referring to the Gluss light, he explained that the work relating to the radar system had pushed this piece of work back by a month or two. During questions the Team Leader – Port Engineering agreed that the Gluss lights had been an ongoing issue and although some lights had been replaced Gluss had been the most challenging both from a technical and access point of view. The Team Leader – Port Engineering went on to provide an update on the Toft Pier, stating that Frankel would be in Shetland tomorrow to meet on Wednesday with the industry stakeholders to capture their views before the tender is finalised. He also advised that the Collafirth Pier re-fendering was well advanced and expected to be complete by the end of the month.

In response to questions the Team Leader – Port Engineer advised that the floor area at Scalloway Fish Market of 750msq was sufficient and considered optimal but could be expanded. He said that the option to expand the floor has been left open for discussion. He said that the 750msq had been specified as a minimum with a view to maximising all the space possible. The Team Leader – Port Engineering confirmed that a suitable location for the grading machine would be identified with the contractor, as this was important income stream for the market.

In terms of the Foula harbour, the Chief Executive explained that when the ferry service had been contracted out the service moved between directorates and no money was allocated for the maintenance of the Harbour. When this was identified the decision had been taken to take back responsibility for the Foula harbour to ensure that it was maintained along with the rest of harbour assets owned by the Council. During discussion around the land usage for storage and freight in and out of Foula, the Chief Executive explained that land was being considered at this and other piers in terms of ownership and liability for the Council.

The cost of dredging at the Foula harbour was requested and the Team Leader – Port Engineering advised that a survey had been carried out and tenders would be sought for the work to be carried out during the summer. He said that the cost was not known at this stage as there was work to do on the licence to discharge materials at sea which will take time to progress.

Decision

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

8/18 Harbourmasters Report

The Board considered a report by the Harbourmaster (PH-06-18F), 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 Harbourmaster introduced the report.

In response to questions, the Harbourmaster explained that the pilot ladders, which was an ongoing issue, have to be secured on deck and not rely on the winch mechanism to stop the ladders from moving. He said that pilots found that the crew were not always aware of this. He said that direction had been given to the VTS operators for the ladders to be rigged properly in line with legislation. The Harbourmaster said that he had discussed this with colleagues in other ports but he was happy to take this matter up at a national forum and further if required.

In terms of the mechanical failure on the mooring boat, the Harbourmaster explained that the systems have been checked and reported that the failure could have happened on a new boat.

Reference was made to the Multratug30 familiarisation training and the Board were advised that some training had taken place in Holland and in Shetland and that the training was more advanced due to the Multratug29 already being in service.

Decision

The Harbour Board considered the content of the report in its role as duty holder and noted that the necessary management and operational mechanisms are in place to fulfil that function.

9/18 Ports and Harbours Business Programme

The Board considered a report by the Acting Executive Manager – Ports & Harbours (PH-04-18F), which provided the Harbour Board with an opportunity to consider the proposed Ports and Harbours forward business programme.

The Acting Executive Manager – Ports and Harbours introduced the report.

Reference was made to the review of Sullom Voe aquaculture and it was agreed that a high degree of engagement would be needed, but the Acting Executive Manager – Ports and Harbours said that the first report would identify whether there was sufficient agreement for a full review by marine planners. He said that to come to a conclusion could take some years following analysis and that a review may benefit from a scenario planning process. The Board agreed that it would be useful to set out the process for the Industry to understand and identify regulatory bodies who need to understand the process. The Acting Executive Manager – Ports and Harbours added that the report presented in April may simply provide an update.

Decision

The Harbour Board NOTED the proposed reporting actions of the Ports & Harbours service in partnership with other Council services over the coming period.

The meeting concluded at 4.20pm.

Chair