

**Harbour Board**  
**Meeting Room, Port Administration Building, Sella Ness**  
**Thursday 11 November 2004 at 10.30 a.m.**

**Present:**

J G Simpson    Captain D C Gray  
I J Hawkins    J C Irvine  
C Smith        W Tait

**Apologies:**

E J Knight                      W A Ratter  
J Smith

**In Attendance (Officers):**

J T Dickson, General Manager, Ports & Harbours Operations  
A Cooper, Head of Development Resources  
D Haswell, Committee Officer

**Chairperson:**

Mr J G Simpson, Chairperson of the Board, presided.

**Circular:**

The circular calling the meeting was held as read.

**Minutes:**

The minute of meeting held on 30 September 2004, having been circulated, was confirmed.

**Minute Reference 16/04 – Marine Electronic Maintenance Contract**

The General Manager advised that Members would be aware that, at its meeting on 3 November 2004, the Council had agreed to refer this item back to the Harbour Board for consideration due to the fact that it had been discovered that TUPE Regulations would apply at the end of the contract and staff may have to be transferred to the Council. Although this had not been envisaged when the report was originally written, the General Manager said that this should not affect the overall outcome in that one member of staff would join the department as an Electronics Engineer. Negotiations were ongoing with Sperry Marine Services.

**Minute Reference 19/04 – Scalloway Fish Market**

It was noted that a meeting to discuss the situation had been arranged for 18 November 2004.

**Harbour Board**  
**Meeting Room, Port Administration Building, Sella Ness**  
**Thursday 30 September 2004 at 10.30 a.m.**

**Present:**

J G Simpson    Captain D C Gray  
I J Hawkins    E J Knight

G Johnston      W A Ratter  
C Smith        W Tait

**Apologies:**

J C Irvine                      R Watt  
J Smith

**In Attendance (Officers):**

J T Dickson, General Manager, Ports & Harbours Operations  
A Inkster, Port Engineer  
S Summers, Assistant Finance Services Manager  
H Tait, Management Accountant  
D Haswell, Committee Officer

**Chairperson:**

Mr J G Simpson, Chairperson of the Board, presided.

**Circular:**

The circular calling the meeting was held as read.

**Minutes:**

The minute of meeting held on 12 August 2004, having been circulated, was confirmed.

**Members' Attendance at External Meetings**

There was nothing to report in respect of Members' attendance at external meetings.

The General Manager advised that he had attended a joint meeting of the British Ports Association and the UK Major Ports Group.

The General Manager explained that Mr R Watt, Site Manager of BP at Sullom Voe Terminal (SVT), had recently left Shetland. His successor, Mr Neil McCracken, would take up his post at SVT mid-October. A report advising of the vacancy on the Board following Mr Watt's resignation would be presented to the next meeting.

16/04      **Marine Electronic Maintenance Contract**

The Board considered a report by the Port Engineer (Appendix 1) and, after hearing the General Manager introduce the report, approved the recommendations contained therein on the motion of Mrs I J Hawkins, seconded by Mr W A Ratter.

In response to questions from Members, the General Manager confirmed that the post would be advertised and recruited to strictly in accordance with the Council's Recruitment Policy. He added that the 24 hour, 365-day basis for engineering maintenance and support to VTS would not be compromised by the proposals.

17/04      **Member/Officer Working Group – Small Port Marketing**

The Board considered a report by the Deputy Port Operations Manager (Appendix 2).

The General Manager advised that the Head of Development Resources had been unable to attend the meeting today. However, as detailed at section 5.1, appropriate Council Officials and persons with specialist knowledge would be invited to attend the Working Group as required. Members noted that the frequency of meetings was not restricted to 4 per year and meetings could be called as and when required.

The Board approved the recommendation in the report, on the motion of Mr W Tait, seconded by Mr W A Ratter.

18/04 **Ports Project Monitoring Meeting**

The Board considered a report by the Deputy Port Operations Manager (Appendix 3).

**Dock Symbister – RCM 2309**

The Port Engineer provided an updated of the position regarding the Symbister Dock. He advised that 2 tenders had been received, both of which were well in excess of the approved budget. The Planning Section had also requested more details on how the Dock would be rebuilt. A meeting with Historic Scotland would be held soon to determine what Historic Scotland expected from the rebuilding works. Following the meeting, he would be in a better position to establish how the works should progress and the funding required. This would be reported back to Members.

**New Pier at Sullom Voe**

Mr W A Ratter provided Members with a brief update on this project, which was being examined by the Development Trust and the Economic Development Department. He said that it was felt that because of the possibility of oil continuing at Sullom Voe Terminal for the next 15 years plus, it was important that activity at SVT was maintained. In response to concerns from Members as to the effect this project could have on the Council's current Capital Programme, the Chairperson reminded Members that this project was very much in the early development stages and no reports on the issue had been considered by the Council.

The Board otherwise approved the recommendations in the report, on the motion of Mr W A Ratter, seconded by Mr W Tait.

19/04 **Scalloway Fish Market**

The Board noted a report by the Deputy Port Operations Manager (Appendix 4).

In response to a question from the Member from the Area, the General Manager said that buyers had indicated that it was easier for them to sell

their fish in Lerwick and there was a perception that fish would sell for a higher price in Lerwick than in Scalloway.

The Member for the Area said that Members needed to have a serious look at the situation in order to see if it could be improved. Other Members agreed.

Accordingly, the Board unanimously agreed that representatives of the Board should have a meeting with buyers as soon as possible.

20/04 **Port Operations Report**

The Board noted a report by the General Manager (Appendix 5).

In relation to section 5.1 of the report, the General Manager advised that the Marine Accident Investigation Board in conjunction with the Air Accident Investigation Board were investigating the incident. However, results of their investigations would not be available for a few months. In the meantime, the General Manager had called a special meeting of the Examination Group to discuss the incident that was attended by the Flight Safety Officer of Bristow Helicopters. The outcome of the meeting was to introduce an extra safety procedure. In the event that a Pilot had to be winched on/off a vessel, Ports and Harbours would request every detail of the vessel's winching area and this information would be provided to Bristow Helicopters. The CAA had not requested this change in procedure but they were happy for the change to be implemented.

In response to a suggestion from a Member, the Board agreed that it would be useful if the Board could be provided with a progress report on the Northern Maritime Corridor. The General Manager advised that the next meeting of the Northern Maritime Corridor was scheduled to be held in Shetland on 18 November. However, the Harbour Board meeting was due to be held on 11 November and, therefore, it may not be possible to provide an update until the New Year.

CHAIRPERSON

**Members' Attendance at External Meetings**

The General Manager provided Members with a brief synopsis of his attendance at the following meetings. Further information can be obtained from the General Manager, if required.

Annual Conference of the British Ports Association

Autumn seminar of the UK Masters Association

21/04 **Harbour Board Membership**

The General Manager advised that this item had been deferred and would, hopefully, be considered at the next meeting.

22/04     **Ports Project Monitoring Meeting**

The Board noted a report by the Deputy Port Operations Manager (Appendix 2).

The General Manager provided Members with an update on the following projects:

**Navigational Aids, Sullom Voe**

Although the budget showed an underspend at the moment, the budget would be fully utilised by the end of the financial year. The Department were looking at the possibility of acquiring a portable pilot unit which would assist Pilots using result of the south east entrance of the harbour. It would also be used during ship-to-ship oil transfer operations.

**Sullom Voe Terminal Maintenance Contract**

Members noted that a number of Shetland based companies had expressed an interest in the contract.

**New Pier at Sullom Voe**

The Head of Development Resources advised that a meeting had been held this morning to discuss progress on this issue. At the moment, a lot of work was being done on the design and shore side and some preliminary work on environmental impact assessments. A report on the project would be presented to the Capital Project Management Team on 29 November 2004 and, thereafter, there would be a report to the Council which would contain all the information available (including financial information) in order to allow Members to make a decision as to whether or not the project should proceed.

Members otherwise noted the report.

23/04     **Port Operations Report**

The Board noted a report by the General Manager (Appendix 3).

The General Manager advised that production of Brent crude oil was very similar to that of last month. Members noted the report.

CHAIRPERSON