

# MINUTE

# A & B - PUBLIC

**Harbour Board**  
**Council Chamber, Town Hall, Lerwick**  
**Monday 4 March 2019 at 3.30 pm**

**Present:**

A Cooper            S Leask  
A Manson           D Simpson  
R Thomson

**Apologies:**

M Burgess        S Coutts  
A Duncan

**In Attendance:**

J Smith, Director of Infrastructure Services  
A Inkster, Team Leader – Port Engineering  
R Gordon, Depute Harbour Master  
B Robb, Management Accountant  
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 Simpson during the proceedings be permitted by telephone link.

**Declarations of Interest**

None

**Minutes**

The minutes of the meeting held on 5 February 2019 were approved on the motion of Mr Leask, seconded by Mr Cooper.

4/19

**Ports & Harbours Performance Report 2018/19 - Quarter 3**

The Board considered a report by the Team Leader – Port Engineering (PH-02-19-F) summarising the activity and performance of the Ports & Harbours service for Quarter 3 - 2018/19.

The Director of Infrastructure Services introduced the main terms of the report and commented on the variances and budget slippage detailed in the appendices. He also provided a brief update on the Scalloway Fish Market, Radar at the Sullom Voe Terminal, Cathodic Protection Projects, Jetty Maintenance and the Toft Pier.

During questions in regard to the Toft Pier the Director of Infrastructure Services explained how the external funding had been calculated for the project and advised that that figure would reduce depending on the maximum value of the project. It was noted that the external funding was not tied to the tender value. The Director of Infrastructure Services was asked if the tug jetty cathodic protection work would require the tugs to be berthed at Toft Pier. The Director of Infrastructure Services said that the use of the Toft Pier as a layby facility was ancillary to the business case for the Toft Pier project however the pier could be used if required in the future. He said that Collafirth Pier and the Construction Jetty were also options however it would be good to have the Toft Pier as another fit for purpose structure to use.

During further discussion on the piers available, the pros and cons of what each facility had to offer in terms of laydown area was noted. Members were advised that dialogue continued with EnQuest, who pay for the construction jetty repairs in terms of long term business opportunities including decommissioning, liner or trawler, and what onshore facilities may be needed to attract more business.

The Director of Infrastructure Services advised that work continued to attract additional business to Scalloway Harbour and in speaking to customers it was important to develop a package to create a commercially competitive service. It was noted that shore power has complications but if shore power can attract paying customers it needed to be understood. He added that this would be taken forward by the new Project Officer once in post.

In response to a final question, the Team Leader – Port Engineering advised that the budget for the waiting room and toilet at Symbister Harbour was on hold until the outcome of a review and presentation of further reports. He said therefore that this would show as an underspend within the budget code.

**Decision:**

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

5/19

**Pilotage Accounts - 2018/19 Projected Outturn at Quarter 3**

The Board considered a report by the Executive Manager – Finance (F-022-F) presenting the projected outturn position for 2018/19 as at the end of the third quarter.

The Management Accountant introduced the main terms of the report. There being no questions, the Board noted the report.

**Decision:**

The Board RESOLVED to review the Pilotage Accounts showing the projected outturn position at Quarter 3.

6/19

**Harbourmaster's Report**

The Board considered a report by the Harbour Master – Ports & Harbours (PH-01-19-F), that informed the Port Marine Safety Code (PMSC) Duty Holder of the professional concerns and the current status as reported by the Harbourmaster.

The Director of Infrastructure Services introduced the report and advised that the Depute Harbour Master was present to answer questions as required.

During consideration of the report, the Board noted with disappointment that the Zantos VTS system had not provided the capability expected. The Board were advised that improvements had been made but if a suitable solution could not be achieved a further report would be presented for consideration. He assured Members that while the current system provided a safe operation it should have provided more functionality.

Reference was made to the issues with the mooring boat control cables and the Team Leader – Port Engineering explained that the boats are 40 years old but are kept well maintained and inspected regularly and there had been no problems for years. He said that the events were unrelated and had taken place in a short space of time. In response to a question the Team Leader – Port Engineering provided more detail in regards to the injury sustained by a member of the crew.

**Decision:**

The Board NOTED the content of the report.

7/19

**Harbour Board Business Programme 2019/20**

The Board considered a report by the Director of Infrastructure Services (ISD-05-19-F) that provided an opportunity to consider the proposed Ports & Harbours business programme for 2019/20.

The Director of Infrastructure Services introduced the report and following some discussion the Board agreed that the Tug Jetty Survey Update and the Sullom Voe Marine Spatial Plan Update would be presented to the meeting on 2 July 2019.

**Decision:**

The Board:

- APPROVED the business planned for Harbour Board in the financial year 2019/20, as amended.

The meeting concluded at 4.20pm.

Chair