

# MINUTE

# AB - PUBLIC

## Harbour Board

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

Wednesday 5 October 2016 at 10am

### Present:

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

### Apologies:

M Stout

### In Attendance:

J Smith, Acting Executive Manager – Ports and Harbours  
B Dalziel, Harbourmaster  
A Inkster, Team Leader – Port Engineering  
B Robb, Management Accountant  
S Summers, Administration Manager  
P Wishart, Solicitor  
S Keith, Project Manager  
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 minutes of the meeting held on 29 August 2016 were approved on the motion of Mr Henderson, seconded by Mr Cooper.

### 22/16 Emergency Linkspan Repairs at Vidlin Ferry Terminal

The Board noted a report by the Team Leader – Port Engineering (PH-15-16-F), which informed the Harbour Board of emergency linkspan repairs at Vidlin Ferry Terminal carried out under exception to the Council's Contract Standing Orders.

The Director of Infrastructure Services introduced the report, and in response to questions, she advised that regular inspections are carried out but a detailed piece of work was being carried out as part of the inter island transport study whereby condition surveys of all linkspans and terminals was being done. She said that this particular issue at Vidlin Ferry Terminal had been identified during its detailed condition survey. Reference was made to the cost of this piece of work and, the Director of Infrastructure Services advised that it was probable that had this work gone to tender the same

contractor would have won the contract as they are specialist experts in this field. She added that it was their specialist knowledge that drove Officers to choose them, which is in line with tendering processes where quality, not just price, is taken into account.

Members noted the wording of paragraph 3.7, and Mr Fox moved that the Board approve the recommendations contained in the report. Mr Cooper seconded.

### **Decision**

The Harbour Board **RESOLVED** to NOTE the exception applied.

#### **23/16 Ports & Harbours – Capital Maintenance and Replacement Programme**

The Board considered a report by the Director of Infrastructure Services and the Executive Manager – Ports and Harbours (PH-16-16-F), which set out for approval the projects which fall within the Harbour Board's remit and forms part of the Infrastructure Services Department's Capital Maintenance and Replacement programme.

The Director of Infrastructure Services introduced the report and advised that this programme would be reported annually to present the projects for which funding had been applied for through the Asset Investment Plan and have a developed and approved business justification case.

Reference was made to the Toft Pier and concern expressed that a draft report had been prepared but not presented but instead the project is to be discussed at a Members seminar. The Director of Infrastructure Services advised that the report presented today was for programmes of activity that are ongoing and are a rolling programme of maintenance works. Other projects need developed business cases to present through the Asset Investment Group and onwards to Policy and Resources Committee and Council for approval onto the Asset Investment Plan (AIP). She said that the Council's Gateway Process has to be followed to determine how big AIP projects are dealt with. The Director of Infrastructure Services advised that the Harbour Board has an oversight role therefore a Seminar, following today's meeting, would present proposals for the next piece of work on the Toft Pier.

Assurance was sought that the Toft Pier would feature in the 2017/18 Capital Programme, to which the Director of Infrastructure Services advised that she could assure Members that Officers were working on a business case but advised that it was difficult to justify the project based on the current business passing over the pier. She added that to justify the expenditure required on this project there would have to be an increase in income and use of the pier.

In responding to a question, the Team Leader – Port Engineering confirmed that the navigational aid project was on time and the third cathodic protection project would take 4-6 weeks with completion by late December 2016.

### **Decision**

The Harbour Board **RESOLVED** approve the projects in the Infrastructure Services Department's Capital Maintenance and Replacement Programme for 2017/18.

#### **24/16 Scalloway Fishmarket Business Case**

The Board considered a report by the Director of Infrastructure Services and the Executive Manager – Ports and Harbours (PH-17-16-F) that presented the Draft Business Case which demonstrated that Option 4, Rebuild and Extend the Scalloway

Fishmarket to a high quality, modern standard on the existing site, provides the best balance between cost and benefit for the Council and the wider Shetland economy.

The Director of Infrastructure Services introduced the report and advised the Board of their role in terms of having oversight of the development project, which included their consideration of the business case. She advised that the next step was for the business case to be considered by the Asset Investment Group and then by Policy and Resources Committee and Council within the Executive Manager – Capital Programme Services' Asset Investment Plan report. The Director of Infrastructure Services went on to explain that in order to submit a bid for European Maritime and Fisheries Funding (EMFF), the report would be presented to the next meeting of Policy and Resources in order that the project can be tendered, as soon as it is on the Asset Investment Plan, before making an EMFF application.

During consideration of the report, Members commented on the quality of the business case produced for this asset which was of national significance. It was noted that some public queries had been made regarding the potential for an upgrade of the facility and feedback received indicated that not improving the facility would be detrimental to the quality of the fish product. Reference was also made to the proposals for the Lerwick fishmarket and the need to consider a joint statement with the Lerwick Port Authority to demonstrate that the fishmarkets in Lerwick and in Scalloway are not competing but working together. It was also agreed that it was important to ensure that the message is shared that this project is not at cost to the Local Authority revenue but is borne by the users of the harbours in Shetland. It was also suggested that a grading machine be installed for flat fish as the fishmarket is under extreme pressure to provide higher quality products.

The Board commended the work of Alice Mathieson of the Shetland Fish Marketing Organisation for the work she put into producing the business case.

Mr Burgess moved that the Board approve the recommendation contained in the report, seconded by Mr Cooper.

### **Decision**

The Harbour Board **RESOLVED** that the Director of Infrastructure, or her nominee, progress the preferred option, Rebuild and Extend the Scalloway Fishmarket on its current site with European Maritime and Fisheries Fund support, through the Council's Gateway Process for the Management of Capital Projects.

The meeting concluded at 10.25am.

Chair