

MINUTE

A & B - PUBLIC

Harbour Board
Council Chamber, Town Hall, Lerwick
Monday 21 May 2018 at 4pm

Present:

A Cooper	S Coutts
A Duncan	S Leask
A Manson	D Simpson

Apologies:

M Burgess

In Attendance:

J Belford, Executive Manager - Finance
J Smith, Acting Executive Manager – Ports and Harbours
P Bryant, Depute Harbourmaster
A Inkster, Team Leader – Port Engineering
S Summers, Administration Manager
P Wishart, Solicitor
L Malcolmson, Committee Officer

Also:

Capt. Auld, Designation Person, ABP Mer

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 25 April 2018 were approved on the motion of Mr Cooper seconded by Ms Manson.

13/18 **Ports & Harbours End of Year Performance Report 2017/18**

The Board considered a report by the Acting Executive Manager – Ports and Harbours (PH-10-18-F) that summarised the activity and performance of the Ports & Harbours service for 2017/18, enabling members to analyse its performance against service objectives and the Corporate Plan outcomes.

The Acting Executive Manager – Ports & Harbours introduced the report and commented on the achievements identified at paragraph 4.4. He advised that the risks remain as for last year and that he would keep Members informed of any progress concerning activity East of Shetland. The Acting Executive Manager – Ports and Harbours advised that he would play a more active role in discussions with Enquest on business development opportunities in his new role as Director of Infrastructure Services.

During discussions reference was made to paragraph 6.2 concerning staffing implications and the Acting Executive Manager – Ports and Harbours advised that this was a general comment and that there were no specific proposals relating to individuals within the report.

In responding to a question in regard item PH-17-19 in Appendix A, the Acting Executive Manager – Ports and Harbours clarified that reference made to “further progress” related to other options to be considered by the outline business case in regard to Fair Isle and Grutness. When asked if Grutness would remain the landing pier, or if the service would be directed to Lerwick, the Acting Executive Manager – Ports and Harbours assured Members that the process would include a cost for the most direct landing, namely Grutness. During some discussion it was acknowledged that there would be a staged process to consider the service, vessel, and terminals and the Harbour Board would be involved in that process.

In regard to the Whalsay Ferry Service the Acting Executive Manager – Ports and Harbours was asked if estimates and timescales would be provided for the North and South Voe options. The Acting Executive Manager – Ports and Harbours advised that this had not happened yet but he would look into the options as matters progress.

In responding to a question on how the Outline Business Cases are funded, the Executive Manager – Finance advised that there had been discussion with Transport Scotland around a split of costs. He said that there would be a meeting on Wednesday to discuss these matters and the procuring process with an aim for that work to be complete by the end of this Financial Year. He also advised Members that he understood that any options would include fixed links.

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.

14/18

Management Accounts for Harbour Board: 2017/18 - Draft Outturn

The Board considered a report by the Executive Manager – Finance (F-042-18-F), which enabled the Harbour Board to note the financial performance of services within its remit for the 2017/18 financial year.

The Executive Manager – Finance introduced the report and advised that the draft outturn position would be subject to an audit of the accounts. He highlighted the surplus made in support to the General Fund and highlighted the performance of Scalloway Harbour and other ports set out in the Appendix. The Executive Manager – Finance spoke of the challenges in terms of tanker income as well as the increased income generated by the Shetland Gas Plant. There were a number of carry forwards highlighted and attention was drawn to the high-level summary in Appendices 1 and 2.

Decision

The Board NOTED the Management Accounts showing the draft outturn position for 2017/18; and

- NOTED the proposed capital budget carry-forwards, which will be included in the overall Draft Outturn report to be presented for approval at Policy & Resources Committee on 22 May 2018.

15/18

2017/18 Pilotage Accounts - Draft Outturn

The Board considered a report by the Executive Manager – Finance (F-043-18-F), which enabled the Harbour Board to monitor the financial performance of the pilotage services provided by the Council.

The Executive Manager – Finance introduced the report and commented on the income that was lower than budgeted for. He described the two main variances to income and the additional costs incurred.

In response to a query the Acting Executive Manager – Ports and Harbours advised that the vacant Pilot post was in a recruitment process and that there had been no significant savings due to the overtime required to cover the vacancy. He said that more training was required for Pilots as there were fewer movements in the port.

Following further discussion, the Executive Manager – Finance agreed to provide clarity around the transfer of surplus within the Pilotage Account to the Reserve Fund.

Decision

The Board RESOLVED to review the Pilotage Accounts showing the draft outturn position for 2017/18.

16/18

2018/19 Capital and Revenue Projects Report

The Board considered a report by the Team Leader – Port Engineering (PH-13-18-F), which provided updates on the significant engineering projects for Ports & Harbours Operations during the financial year 2018/19.

The Team Leader – Port Engineering introduced the report and provided updates on a number of the projects listed.

During questions the Team Leader – Port Engineering agreed that the interest in, and ability to now recruit to vacant posts could be attributed to the downturn at Sullom Voe Terminal as one or two applicants had previously been employed there.

The Team Leader – Port Engineering also confirmed that where possible the existing vehicles and plant are maintained, and only replaced when necessary. He explained that the vehicles identified for replacement are 10-12 years old.

In terms of the Foula dredging project, the Team Leader – Port Engineering confirmed that the dredging would have to be completed this year as the silting was causing problems for the ferry. He said that this was high priority.

During discussion about Jetty 2, the Team Leader- Port Engineering explained the process of soft fendering and maintenance. He also explained that the incident at the jetty was because of freak weather. He said that the design and legislation is always to the highest standard and that due to the bad weather it had not been possible to remove the scaffolding in time. He confirmed that the work undertaken was on behalf and all costs were paid for by the Sullom Voe Terminal.

Decision

The Board NOTED the content of the report.

17/18

Harbourmaster Report

The Board considered a report by the Harbourmaster – Ports & Harbours (PH-13-18-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 Acting Executive Manager – Ports and Harbours advised that the Harbourmaster was currently off Island but that Capt. Auld had attended to present his Designated Person's Report and that the Depute Harbourmaster was also present to answer any questions as required.

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).

Capt. Auld responded to a number of questions and in particular, about the incidents involving Pilot Ladders, Members were informed that the Harbourmaster was making it a priority that every ladder is secured, had introduced Notices in the VTS (Vessel Transfer System). In response to a further concern the Acting Executive Manager – Ports and Harbours advised that this had been an issue across all UK ports. He said however that the Port of Sullom Voe was benefitting from having a Harbourmaster that had focus on safety issues and the need for vessels to comply, together with a willingness to ensure that people are held accountable.

Reference was made to a report of pollution and whether the Police Investigation had been fed back. The Acting Executive Manager – Ports and Harbours advised that he had not heard of any conclusion to the investigation but it was likely to have been malicious call.

In regard to a recent third party fatality in Scalloway Harbour area, Capt. Auld explained that it was not part of the Port Marine Safety Code Management System therefore did not require to be reported to the Board.

Decision

The Board NOTED the content of the report.

18/18

Ports & Harbours Business Programme

The Board considered a report by the Acting Executive Manager – Ports & Harbours (PH-11-18-F) that provided an opportunity to consider the proposed Ports & Harbours business programme for 2018/19.

The Acting Executive Manager – Ports & Harbours introduced the report and the Board noted its content.

Decision

The Board NOTED the content of the report.

The Chair congratulated the Acting Executive Manager – Ports and Harbours on his new role as the Director of Infrastructure Services and paid tribute to his achievements as Acting Executive Manager – Ports and Harbours. The Acting Executive Manager – Ports and Harbours advised that the improvements were down to his staff and everyone's efforts demonstrated that there is a strong and able team. He said that he was pleased to be able to continue working with the staff at Ports and Harbours.

The meeting concluded at 4.45pm.

Chair