

Item: 11

Harbour Authority Sub-committee: 25 October 2022.

1. Recommendation

It is recommended:

1.1.

That the Committee approves the attached minute as a true record.

2. Appendix

Draft Minute of the Meeting of the Harbour Authority Sub-committee held on 25 October 2022.

Minute

Harbour Authority Sub-committee

Tuesday, 25 October 2022, 14:00.

Council Chamber, Council Offices, School Place, Kirkwall.



Present

Councillors Gillian Skuse, Graham A Bevan, P Lindsay Hall, Ivan A Taylor and Heather N Woodbridge.

Present via remote link (Microsoft Teams)

Councillor Mellissa-Louise Thomson.

Clerk

- Angela Kingston, Committees Officer.

In Attendance

- Gareth Waterson, Corporate Director for Enterprise and Sustainable Regeneration.
- James Buck, Head of Marine Services, Transportation and Harbour Master.
- Shonagh Merriman, Service Manager (Corporate Finance).
- Karen Bevilacqua, Solicitor.

Observing

- David Sawkins, Deputy Harbour Master: Strategy and Support.

Apology

- Councillor David Dawson.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor Gillian Skuse, Vice Chair.

1. Revenue Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

1.1. The revenue financial summary statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 July to 30 September 2022, attached as Annex 1 to the report by the Head of Finance, which indicated a budget deficit position of £689,600.

1.2. The revenue financial detail by Service Area statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 July to 30 September 2022, attached as Annex 2 to the report by the Head of Finance.

The Sub-committee scrutinised:

1.3. The explanations given and actions proposed, in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 3 to the report by the Head of Finance, and obtained assurance that action was being taken with regard to significant budget variances.

2. Miscellaneous Piers and Harbours and Scapa Flow Oil Port

Minor Capital Improvement Programmes – Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

2.1. The summary position of expenditure incurred, as at 30 September 2022, against the approved Miscellaneous Piers and Harbours and Scapa Flow Oil Port minor capital improvement programmes for 2022/23, as detailed in section 4 of the report by the Head of Finance.

The Sub-committee scrutinised:

2.2. The detailed analysis of expenditure figures against the approved programmes, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance with regard to significant budget variances and progress being made with delivery of the approved Miscellaneous Piers and Harbours and Scapa Flow Oil Port minor capital improvement programmes.

3. Miscellaneous Piers and Harbours

Revenue Maintenance Programme – Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

3.1. The summary position of expenditure incurred, as at 30 September 2022, against the approved Miscellaneous Piers and Harbours revenue maintenance programme for financial year 2022/23, as detailed in section 5.1 of the report by the Head of Finance.

The Sub-committee scrutinised:

3.2. The detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance with regard to significant budget variances and progress being made with delivery of the approved Miscellaneous Piers and Harbours revenue maintenance programme.

4. Port Marine Safety Code

After consideration of a report by the Corporate Director for Enterprise and Sustainable Regeneration, copies of which had been circulated, and after hearing a report from the Head of Marine Services, Transportation and Harbour Master, the Sub-committee:

Noted:

4.1. The principles of safe port operation as set out in section 3 of the report by the Corporate Director for Enterprise and Sustainable Regeneration.

4.2. That, on 7 and 8 December 2020, Marico Marine Limited, as the Designated Person, undertook the annual audit of compliance with the Port Marine Safety Code.

The Sub-committee scrutinised:

4.3. The action plan arising from the Port Marine Safety Code annual audit of compliance, attached as Appendix 1 to the report by the Corporate Director for Enterprise and Sustainable Regeneration, and obtained assurance with regard to action which had been taken or agreed where necessary.

5. Conclusion of Meeting

At 14:49 the Vice Chair declared the meeting concluded.

Signed: Gillian Skuse.