

Minute

Harbour Authority Sub-committee

Tuesday, 23 January 2018, 10:30.

Council Chamber, Council Offices, School Place, Kirkwall.



Present

Councillors Graham L Sinclair, Andrew Drever, David Dawson, Gwenda M Shearer and Kevin F Woodbridge.

Clerk

- Angela Kingston, Committees Officer.

In Attendance

- Brian Archibald, Harbour Master and Head of Marine Services, Engineering and Transportation.
- Colin Kemp, Corporate Finance Senior Manager.
- Karen Bevilacqua, Solicitor.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor Graham L Sinclair.

1. Disclosure of Exempt Information

The Sub-committee noted the proposal that the public be excluded from the meeting for Items 7 and 8, as the business to be discussed involved the potential disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

2. Revenue Expenditure Monitoring

After consideration of a joint report by the Executive Director of Development and Infrastructure and the Head of Finance, copies of which had been circulated, and after hearing a report from the Corporate Finance Senior Manager, the Sub-committee:

Noted:

2.1. The revenue financial summary statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers for the period 1 April to 31 December 2017, attached as Annex 1 to the joint report by the Executive Director of Development and Infrastructure and the Head of Finance, which indicated a budget surplus position of £1,335,600.

2.2. The revenue financial detail by Service Area statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers for the period 1 April to 31 December 2017, attached as Annex 2 to the joint report by the Executive Director of Development and Infrastructure and the Head of Finance.

2.3. 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 joint report by the Executive Director of Development and Infrastructure and the Head of Finance.

3. Miscellaneous Piers and Harbours and Scapa Flow Oil Port

Draft Budgets

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

Noted:

3.1. That the respective revenue budgets for Miscellaneous Piers and Harbours and Scapa Flow Oil Port, as trading activities, were based upon an assumption that a surplus could be generated from their activities.

3.2. That contributions from the operations of the respective Harbour trading activities were made, on an annual basis, to the Repairs and Renewals Fund in order to support development of a long term Property, Plant and Equipment Maintenance Programme.

3.3. That provision had been made within the revenue budget for Miscellaneous Piers and Harbours in respect of major maintenance and repair works, with a sum of £1,948,100 included in the draft budget for 2018 to 2019.

3.4. The draft revenue budgets for financial year 2018 to 2019 in respect of Miscellaneous Piers and Harbours and the Scapa Flow Oil Port, attached as Annex 1 to the report by the Head of Finance.

The Sub-committee resolved to **recommend to the Council:**

3.5. That the draft revenue budgets for financial year 2018 to 2019 in respect of Miscellaneous Piers and Harbours and the Scapa Flow Oil Port, referred to at paragraph 3.4 above, be submitted to the Policy and Resources Committee for consideration through the budget setting process for 2018 to 2019.

4. Minor Capital Improvement Programmes

Piers and Harbours and Scapa Flow Oil Port

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

Noted:

4.1. The summary position of expenditure incurred, as at 31 December 2017, against the approved minor capital improvement programmes for Piers and Harbours and the Scapa Flow Oil Port for financial year 2017 to 2018, as detailed in section 5.1 of the report by the Head of Finance.

4.2. The detailed analysis of expenditure figures against the approved programmes, attached as Appendix 1 to the report by the Head of Finance.

5. Miscellaneous Piers and Harbours Maintenance Programme

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

Noted:

5.1. The summary position of expenditure incurred, as at 31 December 2017, against the approved Miscellaneous Piers and Harbours maintenance programme for financial year 2017 to 2018, as detailed in section 6.1 of the report by the Head of Finance.

5.2. The detailed analysis of expenditure figures and programme updates, attached as Annex 1 to the report by the Head of Finance.

6. Exclusion of the Public

On the motion of Councillor Graham L Sinclair, seconded by Councillor Andrew Drever, the Sub-committee resolved that the public be excluded for the remainder of the meeting, as the business to be considered involved the disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

7. Proposed Harbour Charges

Under section 50A(4) of the Local Government (Scotland) Act 1973, the public had been excluded from the meeting for this item on the grounds that it involved the disclosure of exempt information as defined in paragraph 9 of Part 1 of Schedule 7A of the Act.

After consideration of a report by the Executive Director of Development and Infrastructure, copies of which had been circulated, and after hearing a report from the Harbour Master and Head of Marine Services, Engineering and Transportation, the Sub-committee:

Resolved to **recommend to the Council** that the Schedule for Charges for Miscellaneous Piers and Harbours and the Scapa Flow Oil Port, attached as Appendix 1 to this Minute, be approved, to take effect from 1 April 2018.

The above constitutes the summary of the Minute in terms of the Local Government (Scotland) Act 1973 section 50C(2) as amended by the Local Government (Access to Information) Act 1985.

8. Request to Construct Building in Kirkwall

Under section 50A(4) of the Local Government (Scotland) Act 1973, the public had been excluded from the meeting for this item on the grounds that it involved the disclosure of exempt information as defined in paragraph 6 of Part 1 of Schedule 7A of the Act.

After consideration of a report by the Executive Director of Development and Infrastructure, copies of which had been circulated, and after hearing a report from the Harbour Master and Head of Marine Services, Engineering and Transportation, the Sub-committee:

Resolved to **recommend to the Council** what action should be taken with regard to a request to construct a building in Kirkwall.

The above constitutes the summary of the Minute in terms of the Local Government (Scotland) Act 1973 section 50C(2) as amended by the Local Government (Access to Information) Act 1985.

9. Conclusion of Meeting

At 12:50 the Chair declared the meeting concluded

Signed: Graham L Sinclair.