

Item: 15

Harbour Authority Sub-committee: 24 August 2021.

1. Recommendations

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 24 August 2021.

Minute

Harbour Authority Sub-committee

Tuesday, 24 August 2021, 10:30.

Microsoft Teams.



Present

Councillors Graham L Sinclair, Andrew Drever, Robin W Crichton, David Dawson, Magnus O Thomson and Heather N Woodbridge.

Clerk

- Angela Kingston, Committees Officer.

In Attendance

- Gareth Waterson, Interim Executive Director of Finance, Regulatory, Marine Services and Transportation.
- James Buck, Head of Marine Services and Transportation and Harbour Master.
- Colin Kemp, Interim Head of Finance.
- Karen Bevilacqua, Solicitor.

Observing

- Rebecca McAuliffe, Press Officer.

Not Present

- Councillor Owen Tierney.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor Graham L Sinclair.

1. Form of Voting

The Sub-committee resolved that, should a vote be required in respect of the business to be considered at this meeting, notwithstanding Standing Order 21.4, the form of voting should be by calling the roll (recorded vote).

2. Revenue Expenditure Outturn

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, copies of which had been circulated, the Sub-committee:

Noted:

2.1. The revenue expenditure outturn statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for financial year 2020/21, attached as Annex 1 to the report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, which indicated the following:

- An income surplus of £2,721,400 against an income budget of £763,700 in respect of Scapa Flow Oil Port.
- An income deficit of £1,054,600 against an income budget of £1,879,100 in respect of Miscellaneous Piers and Harbours.

The Sub-committee scrutinised:

2.2. The explanations given and actions proposed, in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 2 to the report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, and obtained assurance that appropriate action had been taken with regard to significant budget variances.

3. Revenue Expenditure Monitoring

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, copies of which had been circulated, the Sub-committee:

Noted:

3.1. The revenue financial summary statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 April to 30 June 2021, attached as Annex 1 to the report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, which indicated a budget deficit position of £894,800.

3.2. 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 April to 30 June 2021, attached as Annex 2 to the report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation.

The Sub-committee scrutinised:

3.3. 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 Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, and obtained assurance that action was being taken with regard to significant budget variances.

4. Miscellaneous Piers and Harbours and Scapa Flow Oil Port

Minor Capital Improvement Programmes – Expenditure Outturn

After consideration of a report by the Interim Head of Finance, copies of which had been circulated, and after hearing a report from the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, the Sub-committee:

Noted:

4.1. The summary outturn position of capital expenditure incurred for financial year 2020/21 in respect of the minor capital improvement programmes for Miscellaneous Piers and Harbours and Scapa Flow Oil Port, as detailed in section 4 of the report by the Interim Head of Finance.

The Sub-committee scrutinised:

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

5. Miscellaneous Piers and Harbours and Scapa Flow Oil Port

Minor Capital Improvement Programmes – Expenditure Monitoring

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, copies of which had been circulated, the Sub-committee:

Noted:

5.1. The summary position of expenditure incurred, as at 30 June 2021, against the approved minor capital improvement programmes for Miscellaneous Piers and Harbours and Scapa Flow Oil Port for 2021/22, as detailed in section 4 of the report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation.

The Sub-committee scrutinised:

5.2. The detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to the report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, and obtained assurance with regard to significant budget variances and progress made with delivery of the approved minor capital improvement programmes for Miscellaneous Piers and Harbours and Scapa Flow Oil Port.

6. Miscellaneous Piers and Harbours

Revenue Maintenance Programme – Expenditure Outturn

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, copies of which had been circulated, the Sub-committee:

Noted:

6.1. The summary outturn position of expenditure incurred for financial year 2020/21, in respect of the Miscellaneous Piers and Harbours revenue maintenance programme, as detailed in section 5.1 of the report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation.

The Sub-committee scrutinised:

6.2. The detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to the report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, and obtained assurance with regard to significant budget variances and progress made with delivery of the approved Miscellaneous Piers and Harbours revenue maintenance programme.

7. Miscellaneous Piers and Harbours

Revenue Maintenance Programme – Expenditure Monitoring

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, copies of which had been circulated, the Sub-committee:

Noted:

7.1. The summary position of expenditure incurred, as at 30 June 2021, against the approved Miscellaneous Piers and Harbours revenue maintenance programme for financial year 2021/22, as detailed in section 5.1 of the report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation.

The Sub-committee scrutinised:

7.2. The detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to the report by the Interim Executive Director of Finance, Regulatory, Marine Services and Transportation, and obtained assurance with regard to significant budget variances and progress made with delivery of the approved Miscellaneous Piers and Harbours revenue maintenance programme.

8. Conclusion of Meeting

At 11:10 the Chair declared the meeting concluded.

Signed: Graham L Sinclair.