

Item: 13

Harbour Authority Sub-committee: 31 October 2023.

1. Recommendations

It is recommended:

1.1.

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

1.2.

That the Committee considers the recommendations at paragraphs 4.4 and 4.5.

2. Appendix

Draft Minute of the Meeting of the Harbour Authority Sub-committee held on 31 October 2023.

Minute

Harbour Authority Sub-committee

Tuesday, 31 October 2023, 09:30.

Council Chamber, Council Offices, School Place, Kirkwall.



Present

Councillors David Dawson, 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

- Hazel Flett, Service Manager (Governance).

In Attendance

- Oliver Reid, Chief Executive.
- Gareth Waterson, Corporate Director for Enterprise and Sustainable Regeneration.
- James Buck, Head of Marine Services, Transportation and Harbour Master.
- David Sawkins, Deputy Harbour Master (Strategy and Support).
- Shonagh Merriman, Service Manager (Corporate Finance).
- Karen Bevilacqua, Solicitor.
- Katy Russell-Duff, Committees Officer.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor David Dawson.

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 April to 30 September 2023, attached as Annex 1 to the report by the Head of Finance, indicating a budget deficit position of £1,433,100.

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 April to 30 September 2023, 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 appropriate 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 2023, against the approved Miscellaneous Piers and Harbours and Scapa Flow Oil Port minor capital improvement programmes for 2023/24.

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 from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

3.1 The summary outturn position of expenditure incurred, as at 30 September 2023, against the approved Miscellaneous Piers and Harbours revenue maintenance programme for financial year 2023/24.

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 – Annual Compliance Audit

After consideration of a report by the Corporate Director for Enterprise and Sustainable Regeneration, copies of which had been circulated, the Sub-committee:

Noted:

4.1. That, on 12 to 14 September 2023, Marico Marine Limited, as the Designated Person, undertook the annual audit of compliance with the Port Marine Safety Code.

4.2. That the audit report specifically noted that the Harbour Authority did not fully comply with the Port Marine Safety Code.

The Sub-committee scrutinised:

4.3. The Port Marine Safety Code annual audit of compliance, together with the associated action plan, attached as Appendices 1 and 2 respectively to the report by the Corporate Director for Enterprise and Sustainable Regeneration, and obtained assurance that action had been taken or agreed where necessary.

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

4.4. That the Chair of the Harbour Authority Sub-committee should write to the Maritime and Coastguard Agency to report the Harbour Authority's non-compliance with the Port Marine Safety Code.

4.5. That the Chief Executive should take action to support Marine Services to secure a return to compliance with the Port Marine Safety Code as soon as possible.

5. Conclusion of Meeting

At 10.26 the Chair declared the meeting concluded.

Signed: (Chair's signature).