

Item: 10

Harbour Authority Sub-committee: 23 January 2024.

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 23 January 2024.

Minute

Harbour Authority Sub-committee

Tuesday, 23 January 2024, 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

- Katy Russell-Duff, Committees Officer.

In Attendance

- Karen Bevilacqua, Service Manager (Legal Services).
- Hazel Flett, Service Manager (Governance).
- Shonagh Merriman, Service Manager (Corporate Finance).

In Attendance via remote link (Microsoft Teams)

- Gareth Waterson, Corporate Director for Enterprise and Sustainable Regeneration.

Declaration of Interest

- Councillor Mellissa-Louise Thomson – Item 7.

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 31 December 2023, attached as Annex 1 to the report by the Head of Finance, indicating a budget deficit position of £970,200.

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 31 December 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 31 December 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 a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

3.1. The summary outturn position of expenditure incurred, as at 31 December 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. Miscellaneous Piers and Harbours and Scapa Flow Oil Port

Draft Budgets

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 the respective budgets for Miscellaneous Piers and Harbours and Scapa Flow Oil Port, as trading activities, should normally be based on an assumption that a surplus could be generated from their activities.

4.2. That, after applying inflationary and budgetary assumptions, the draft revenue budget in respect of the Miscellaneous Piers and Harbours for 2024/25 was indicating a net surplus of £3,178,600.

4.3. That provision of £2,765,000 had been made within the revenue budget for Miscellaneous Piers and Harbours in respect of maintenance and repair works.

4.4. That, after applying inflationary and budgetary assumptions, the draft revenue budget in respect of the Scapa Flow Oil Port for 2024/25 was indicating a net surplus of £1,140,500.

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

4.5. That the draft revenue budgets for financial year 2024/25 in respect of Miscellaneous Piers and Harbours and the Scapa Flow Oil Port, attached as Annex 1 to the report by the Corporate Director for Enterprise and Sustainable Regeneration, be submitted to the Policy and Resources Committee for consideration through the budget setting process.

Due to connectivity issues, the Corporate Director for Enterprise and Sustainable Regeneration was unable to be present for the full consideration of this item and had left the meeting by this point.

5. Harbour Authority – Annual Performance Report

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

Resolved to defer consideration of the Annual Performance Report for 2022/23 to the next meeting of the Sub-committee.

6. Exclusion of Public

On the motion of Councillor David Dawson, seconded by Councillor Gillian Skuse, 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 class described in the relevant paragraph 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.

As the Corporate Director for Enterprise and Sustainable Regeneration was unable to be present due to connectivity issues and, after hearing advice from the Service Manager (Governance), the Sub-committee:

Resolved to adjourn the meeting, to a date and time to be confirmed, to enable appropriate officers from Marine Services to attend, in person, to present the proposed harbour charges for 2024/25.

8. Adjournment of Meeting

At 10:35 the Chair adjourned the meeting.

Signed: