Item: 13

Harbour Authority Sub-committee: 27 October 2026.

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 27 October 2026.

Minute

Harbour Authority Sub-committee

Tuesday, 27 October 2026, 09:30.

Council Chamber, Council Offices, School Place, Kirkwall.

ORKNEY ISLANDS COUNCIL

Present

Councillors Mellissa-Louise Thomson, W Leslie Manson, Ivan A Taylor and Duncan A Tullock.

Present via remote link (Microsoft Teams)

Councillors Graham A Bevan and P Lindsay Hall.

Clerk

- Katy Russell-Duff, Committees Officer.

In Attendance

- Gareth Waterson, Director of Enterprise and Resources.
- Laura Cromarty, Head of Marine Services and Transportation.
- Karen Bevilacqua, Service Manager (Legal Services).
- Douglas Manson, Harbour Master.
- Shonagh Merriman, Service Manager (Corporate Finance).
- William Annal, Senior Harbour Projects Manager.

In Attendance via remote link (Microsoft Teams)

- Sarah Jessen, Service Manager (Business Development).

Apology

- Councillor Heather N Woodbridge.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor Mellissa-Louise Thomson.

1. Ports and Marine Facilities Safety Code – Audit Check

After consideration of a report by the Director of Enterprise and Resources, copies of which had been circulated, and after hearing a report from the Harbour Master, the Sub-committee:

Scrutinised the Ports and Marine Facilities Safety Code audit check report, including key highlights and progress since 2025, which took place on 29 and 30 July 2026, attached as Appendix 1 to the report by the Director of Enterprise and Resources, and obtained assurance that action had been taken or agreed where necessary.

2. 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:

2.1. The revenue financial statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 April to 30 September 2026, attached as Annex 1 to the report by the Head of Finance, indicating a budget surplus position of £275,800.

2.2. The revenue financial detail by service area statements in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 April to 30 September 2026, attached as Annex 2 to the report by the Head of Finance.

The Sub-committee scrutinised:

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 report by the Head of Finance, and obtained assurance that appropriate action was being taken with regard to significant budget variances.

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 2026, against the approved Miscellaneous Piers and Harbours revenue maintenance programme for 2026/27, as detailed in section 1.5 of the report by 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 regarding

significant budget variances and progress being made with delivery of the approved Miscellaneous Piers and Harbours revenue maintenance programme for 2026/27.

4. 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:

4.1. The summary position of expenditure incurred as at 30 September 2026, against the approved Miscellaneous Piers and Harbours and Scapa Flow Oil Port minor capital improvement programmes for 2026/27, as detailed in section 1.5 of the report by the 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 Head of Finance, and obtained assurance regarding 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 for 2026/27.

5. Conclusion of Meeting

At 10:12 the Chair declared the meeting concluded.

Signed: