

**APPENDIX I to the minute of meeting of
the Communities Committee of
15 November 2016 (Article 3(b) refers)**

MINUTE of MEETING of the **ARBROATH HARBOUR JOINT CONSULTATIVE COMMITTEE**, held in Room D, Bruce House, Arbroath, on Friday 2 September 2016 at 3.00 pm.

Present: Council Representatives

Councillors ALEX KING and DONALD MORRISON.

Harbour Users' Representatives

PAUL SIMPSON (Boat Builders/Repairers); Professor BERNARD KING CBE (Leisure Craft Owners); RON CHURCHILL (RNLI); and PETER ANELLI (Arbroath Sailing and Boating Club).

In Attendance: WALTER SCOTT (Angus Council, Interim Service Manager (Roads)); BRUCE FLEMING (Angus Council, Harbour Manager); and ANDREW WILSON (Angus Council, Legal and Democratic Services, Committee Officer).

In the absence of Councillor SPINK (due to illness), it was agreed to appoint Councillor KING as Chair of the meeting.

1. APOLOGIES / SUBSTITUTES

Apologies for absence were intimated on behalf of Councillors Bob Spink (Convener); David Fairweather; Martyn Geddes; Ewan Smith; and Sheena Welsh (Councillor Donald Morrison substituting); Alex Smith (Fare-Paying Passenger Boat Owners); and Bryan Beckett (Arbroath and Montrose Static Gear Association); and Rory Tosh, (Angus Council, Senior Accountant, Finance Services).

2. DECLARATIONS OF INTEREST (ELECTED MEMBERS ONLY)

No declarations of interest were made.

3. MINUTE OF PREVIOUS MEETING

The minute of meeting of this Committee of 22 April 2016 was submitted and approved as a correct record.

4. ELECTION OF NON-LOCAL AUTHORITY MEMBER

The Committee noted that, following the vacancy created for a representative of the Leisure Craft Owners by the retirement of Mr Clark Ross, the Clerk to the Committee had organised a ballot for a replacement, with Professor Bernard King being the successful nominee.

Councillor King welcomed Professor King to the Committee and hoped that he would find his time on the Committee to be productive and interesting.

5. ARBROATH HARBOUR AUTUMN REPORT

With reference to Article 4 of the minute of previous meeting, there was submitted Report No 319/16 by the Head of Technical and Property Services, providing details of operations at the Harbour since the meeting of the Committee on 22 April 2016, outlining plans for future programmes of works, and discussing contemporary matters of relevance to Harbour activities.

The Committee agreed to note, and also approve, as appropriate, the contents of the Report as follows:-

(a) Administrative Matters**(i) Financial Update**

With reference to Article 4(a)(i) of the minute of previous meeting of this Committee, the estimated outturn position as at 31 March 2017 showed an underspend of £14,000. A budget carry-over of £118,000 had been allowed for the forthcoming round of dredging with the outturn cost of these works possibly leading to a change in the estimated outturn position. Any change would be reported to the next meeting of the Committee.

(ii) Oil Spill Contingency Planning and Response

With reference to Article 4(a)(ii) of the minute of previous meeting of this Committee, a diesel spill had been detected on one occasion during week beginning 9 May 2016. Harbour staff took appropriate measures which had contained the diesel, and had cleared up the spill using the oil spill equipment at the Harbour. It had not been possible to locate the source of the diesel spill.

Consequently, the Harbour Manager had required to restock on oil spill equipment, and continued to maintain a full quota of Tier 1 equipment as set out in the Harbour's Oil Spill Contingency Plan.

Peter Anelli noted that there was a regular skim of oil on the water surface on the Marina area. The Harbour Manager indicated that he intended to issue a reminder to all boat owners of the need to take care to avoid any diesel spillage within the Harbour area, no matter how slight.

(iii) Scottish Ports Meeting

With reference to Article 4(a)(iii) of the minute of previous meeting of this Committee, the next Scottish Ports meeting was due to take place in Edinburgh on 17 November 2016. The Harbour Manager and Interim Service Manager (Roads) intended to be present at that meeting, having identified matters in the agenda of relevance to Arbroath Harbour. This Committee would be updated at its next meeting.

The Harbour Manager had been unable to attend the previous meeting, in Peterhead on 23 June, due to operational requirements at Arbroath. The minute of that meeting was available at the Harbour office.

(iv) Pontoon Berths

With reference to Article 4(a)(iv) of the minute of previous meeting of this Committee, 53 annual pontoon berths continued to be allocated, along with six visitor berths available for use. The waiting list currently stood at 40 names, and the Harbour Manager would undertake the annual refreshing of the list. Several vacant pontoon berths resulted from several boat owners who possessed annual berths choosing to have their boat lifted out and stored in the boat yard between October and March. This released winter berths for that time.

(v) Compounded Berths

With reference to Article 4(a)(v) of the minute of previous meeting of this Committee, one further compounded berth had been granted, to the *Pathway*, a creel boat, which had been granted a compounded berth to fish from, and land at, Arbroath.

Thirteen summer berths had been granted in the Harbour from 1 April to 30 September 2016, allocated in the "lazy hole" area of the outer harbour.

(vi) Visiting Boat Numbers

With reference to Article 4(a)(vii) of the minute of meeting of this Committee on 4 December 2015, the Committee was gratified to note an increase in the numbers of visiting boats in the harbour during the period 1 April 2016 to 31 August 2016, at 213. This was an increase of 3% on the summer months of 2015 and, significantly, the average length of stay had increased from 2.04 days in the period April to August 2015, to 2.21 days in the similar period in 2016.

(vii) Staffing

With reference to Article 4(a)(viii) of the minute of meeting of this Committee on 4 September 2015, the Harbour had been very busy during the summer, necessitating harbour staff to work overtime and maintain their availability over extended periods. Staffing arrangements for summer 2017 would be examined to ensure that staff were not stretched too thinly and to ensure that the level of service was maintained. When the marina was operational, the peak time was generally between mid and high tide. The entry or departure of boats however was prevented when boats were being slipped. The Harbour was now providing more services than previously, and this situation had to be carefully managed.

(b) Engineering Matters**(i) Inner Harbour Gates**

With reference to Article 4(b)(i) of the minute of previous meeting of this Committee, warm weather had caused the hydraulic unit to overheat during 20 July 2016, causing the gates to fail. Remedial action had been taken and the gates had returned to function as normal within 15 minutes.

The opening and closing times of the gates had moved to the summer schedule on 1 April 2016, and would remain so until 1 October 2016 when they would revert back to winter hours. Details of opening and closing times were available from the usual sources.

(ii) Maintenance Dredging Operations

With reference to Article 4(b)(ii) of the minute of previous meeting of this Committee, the dredger *Shearwater* had completed the dredging of the Harbour on 24 August 2016, with the 11,300 cu.m of silt removed from the Outer Harbour and navigational channel being dumped at sea at the designated spoil ground. Overall, more silt had been removed than ever before. The *Shearwater*, now operated by Shearwater Holdings Ltd, would return to the Harbour at a less busy time of year to dredge the Inner Basin and complete the dredging contract, probably later in September or during October 2016.

(iii) Boat Hoist

Usage of the boat hoist was increasing and to date it had been in use on 59 occasions since its introduction in November 2014.

(c) Programme of Works

With reference to Article 4(c) of the minute of previous meeting of this Committee, the additional budget resources required for the 2016/17 projects which had been budgeted for currently as additional proposals, had to be seen in the context of the overall financial position of Angus Council. The ice making machine had been required as a matter of priority and would be delivered in the current year if it was within the available budget. Options for all the additional proposals were currently being developed, including external funding sources. The Committee would be updated on progress in the Harbour Winter Report.

Crew Room Facilities

With reference to Article 4(c)(iii) of the minute of previous meeting of this Committee, costs had been prepared for the proposed alterations to the crew room to add in an additional two showers and two toilets. Further consideration of this would form part of the update for the additional budget resources position at the November meeting.

(d) Other Items**(i) Public Slipway**

With reference to Article 5(i) of the minute of previous meeting of this Committee, the public slipway was currently being cleared approximately every two weeks over the summer period.

(ii) Seafest

With reference to Article 4(d)(iii) of the minute of meeting of this Committee on 4 September 2015 approximately 20,000 visitors had attended Seafest over the weekend of 13 and 14 August this year. The event had been well organised and passed without incident, helped by favourable weather.

(iii) RNLI Business

With reference to Article 4(d)(ii) of the minute of previous meeting of this Committee, the final Report on the proposed allocation of a *Shannon* class lifeboat at Arbroath was awaited from the RNLI.

6. DATE OF NEXT MEETING

The Committee agreed to alter the date of the next meeting which would now take place on Friday 25 November 2016 at 3.00pm in Room D, Bruce House, Arbroath.