

**APPENDIX I to the minute of meeting of
the Communities Committee of
17 November 2015 (Article 3(b) refers)**

MINUTE of MEETING of the **ARBROATH HARBOUR JOINT CONSULTATIVE COMMITTEE**, held in Room A, Bruce House, Arbroath, on Friday 4 September 2015 at 3.00 pm.

Present: Council Representatives

Councillors BOB SPINK, MARTYN GEDDES and ALEX KING.

Harbour Users' Representatives

ALEX SMITH (Fare-Paying Passenger Boat Owners); LYNN CAMERON (Boat Builders/Repairers); CLARK ROSS (Leisure Craft Owners); RON CHURCHILL (RNLI); PETER ANELLI (Arbroath Sailing and Boating Club); and BRYAN BECKETT (Arbroath and Montrose Static Gear Association).

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).

1. APOLOGIES / SUBSTITUTES

Apologies for absence were intimated on behalf of Councillors David Fairweather, Ewan Smith and Sheena Welsh; Paul Simpson (Lynn Cameron substituting) and Rory Tosh (Angus Council – Resources).

2. DECLARATION OF INTEREST

Councillor King declared a non-financial interest in agenda item 4, paragraph 5.5 of Report No 343/15 in that he was a member of the Seafest Committee. He intimated that he would participate in any discussion and voting on that item.

3. MINUTE OF PREVIOUS MEETING

The minute of meeting of this Committee of 15 May 2015 was submitted and approved as a correct record, subject to clarification given regarding the sederunt.

4. ARBROATH HARBOUR AUTUMN REPORT

With reference to Article 4 of the minute of previous meeting, there was submitted Report No 343/15 by the Head of Technical and Property Services, providing details of operations at the Harbour since the meeting of the Committee on 15 May 2015, outlining plans for future programmes of works, and discussing contemporary matters of relevance to Harbour activities.

The Committee agreed to note, and approved, 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 supplies and services budget underspend had been carried forward into the 2015/2016 harbour budget to augment the current annual dredging budget of £46,000 by an additional £80,000.

It was anticipated that this would enable an extension to the dredging on the basis of tendered rates from the *Shearwater*. Actual expenditure for the year ending 31 March 2015 amounted to £162,000 or 57% of the budget giving a variance of £121,000. The estimated revenue budget's outturn as at 31 March 2016 was projected as being £187,000 with actual expenditure as to 31 July 2015 being £21,000. An on-budget position was anticipated at the year end.

(ii) Port Marine Safety Code

With reference to Article 4(a)(ii) of the minute of previous meeting of this Committee, the Port Marine Safety Code Manual for Arbroath Harbour updating had been completed and would be published on the Council's website in due course. While Committee approval was not required, the document would be submitted for information to the next meeting of the Communities Committee on 29 September 2015.

Subsequent to the completion of the updated PMSC manual, the Head of Technical and Property Services had undertaken a compliance exercise, and had written to the Maritime and Coastguard Agency as required, giving the necessary confirmation of compliance with the Code. This letter was attached to the Report as Appendix 3.

(iii) Oil Spill Contingency Planning and Response

With reference to Article 4(a)(iii) of the minute of previous meeting of this Committee, there had been no further significant pollution or spillage incidents in the Harbour since that meeting. The two non-conformances identified by the Maritime and Coastguard Agency when auditing the Harbour in terms of the Oil Pollution Preparedness Response and Cooperation Regulations, had now been addressed, with corrective action being carried out and objective evidence submitted to the satisfaction of the MCA. All documented evidence and reports were available in the Harbour office for inspection by members of the Committee.

(iv) Scottish Ports Meeting

With reference to Article 4(a)(iv) of the minute of previous meeting of this Committee, the Harbour Manager had not attended the last Scottish Ports Committee meeting which had taken place on 11 June 2015 in Lerwick, due to the distance involved. The minutes of the meeting however were available for inspection by members of the Committee in the Harbour office. Depending on the relevance of the agenda, and the location of the next Scottish Ports Committee meeting, the Harbour Manager would make a judgement as to whether to attend.

(v) Pontoon Berths

With reference to Article 4(a)(v) of the minute of meeting of the previous meeting of this Committee, the pontoon berths were in a healthy position, being still at maximum occupancy with 53 annual berths allocated and 6 visitor berths available for use. The waiting list currently consisted of 43 names with new names only being added to the list up to a maximum of 50. As usual, in January letters would be sent to each person on the list highlighting their position in accordance with the usual arrangement for keeping the list up-to-date.

Several boat owners who currently occupied an annual berth in the pontoons had chosen to have their boat lifted out and stored in the boat yard between October and March. The Harbour Manager was currently taking the names of boats whose owners wished to take up a winter berth on those vacated pontoon berths.

(vi) Compounded Berths

With reference to Article 4(a)(vi) of the minute of previous meeting of this Committee, while no further compounded berths had been granted to any vessels since the last meeting of the Committee, 13 summer berths had been granted in the Harbour for the period 1 April to 30 September 2015.

These were allocated in the “lazy hole” area of the outer harbour.

(vii) Visiting Boat Numbers

There had been a 10% decrease in the numbers of visiting boats to the Harbour between the periods, 1 April 2014 to 31 August 2014 and 1 April 2015 to 31 August 2015, down to 206 from 230. The reason was believed to be connected with the poor weather experienced over the summer.

Members requested that for the next meeting, the Harbour Manager secure comparative figures of harbour usage from other ports around the coast. Members also considered that last year it seemed that boats visiting the Harbour were staying longer than previously and this seemed to be continuing as a trend in the current year. As these figures regarding length of stay were currently recorded, this information will also be reported to the Committee, on an average basis, in future.

(viii) Staffing

With reference to Article 4(a)(vii) of the minute of previous meeting of this Committee, the harbour staff had again been augmented over the summer months by George Addison, Technical Assistant within the Roads Business Unit. Mr Addison had supported the Harbour in this way for several years but was now due to retire at the end of October 2015. It was agreed that the Head of Service be asked to write to George on behalf of the Committee and wish him well for the future.

(b) Engineering Matters**(i) Maintenance Dredging Operations**

With reference to Article 4(b)(ii) of the previous meeting of this Committee, the Council was currently working with Marine Scotland to obtain a new three year licence for dredging. It was recalled that the new licence would permit the removal of 12,000 cu m of silt from the Harbour per annum, an increase of 45% on previous years, and would allow an extensive dredge of the inner basin around the pontoons where the silt had built up considerably over the years. Alex Smith referred to an issue regarding the dumping of silt removed from the end of the RNLI slipway, and the Harbour Manager indicated that he would liaise with Alex on this matter.

The next annual maintenance dredging would be carried out around February/March 2016 with tenders being invited for the contract towards the end of 2015. It was also noted that Moray Council was currently building a replacement dredger for the *Shearwater* which it formerly owned. Once completed by Spring 2016 it would be used to dredge Moray Council's six harbours but would also be available for hire to other local authorities. Angus Council had contacted Moray Council with an expression of interest in such an arrangement.

(ii) Ladders and Handrails

With reference to Article 4(b)(iii) of the minute of previous meeting of this Committee, eight sets of ladders and handrails programmed to be replaced this year had now been completed by Chap Construction.

(iii) Boat Hoist

With reference to Article 4(b)(iv) of the minute of previous meeting of this Committee, the boat hoist was in regular use with most of the commercial creel boats now having been successfully lifted out and lifted back into the water. Several yachts had also been lifted out during the summer.

Members considered the value of publicising the new facility. Peter Anelli referred to the fact that more catamarans were being built for Arbroath but more room was required for stacking the boats for maintenance. Lynn Cameron noted that a few boats were in long-term storage.

The Committee welcomed the news that the Harbour Manager would be proceeding with arrangements to publicise the hoist more widely and also that statistics on the use of the hoist would be added to the annual harbour statistics. An article would be prepared for local press media and the Council's website and an official "opening" would be organised, in consultation with the Convener, when conditions were suitable.

(iv) Harbour Maintenance Works Contract

With reference to Article 4(c) of the minute of previous meeting of this Committee, Chap Construction had completed the Harbour maintenance works. The final part of the work, comprising replacement of 10 new LED lights on the columns along the south quay, "lazy hole" and ballast quay had been finished in August 2015.

(c) Future Programme of Works

With reference to Article 4(c) of the minute of previous meeting of this Committee, the Committee noted the table illustrating the ongoing projects for 2013/2018. No change had been made to the programme since submission of the last report, however it was now time to consider what was needed to be done for next year and subsequent years. Members were invited to give this some thought. Alison Smith reminded members that the new Fisheries Fund was opening and offered another potential source of support.

(d) Other Items**(i) RNLI Business**

With reference to Article 4(d)(ii) of the minute of previous meeting of this Committee, the Harbour Manager and staff remained ready to assist and support arrangements for the launch trials for the new *Shannon* class lifeboat, currently planned for some time in September or October 2015; dates were still to be confirmed. The Committee agreed that it would be beneficial for the Council to discuss with the RNLI, at a meeting called for the purpose, the next stages in the progress of the new lifeboat shed.

(ii) Harbour Security

With reference to Article 4(d)(iii) of the minute of previous meeting, any thefts occurring at the Harbour continued to be reported to the Harbour Manager. Arrangements with the Police appeared to be working well. The Harbour Manager wished to continue with the protocol that any incidents of theft or wrong doing at the harbour should be reported to him in the first instance and a clear line of communication with Police Scotland could then be followed through.

(iii) Arbroath Seafest

The annual Seafest Festival had taken place on the week-end of 15/16 August 2015 and had been an intense period of activity for the Harbour. The next Seafest would take place on 13/14 August 2016 and would be the 20th year of the festival. The event had been a great success, both as a visitor attraction and financially.

5. TOURISM AND ARBROATH HARBOUR

The Convener welcomed Alison Smith and Merlyn Dunn of the Economic Development Unit, Angus Council, who gave a presentation on the opportunities presented to the Harbour by participating in tourism and related activities, and how the Economic Development Unit could support such involvement. Tourism contributed £202 million over the period January to December 2014 to the Angus economy with just under one million visitors coming to Angus. The average stay of each visitor was 4.6 nights, a statistic which could be related to the length of stay for boats in the Harbour. Angus tended to attract visitors aged 50 plus. The County was vigorously marketed through the Visit Angus website which offered a great variety of accommodation types and food and drink. Wi-Fi connectivity was still an issue although it was improving considerably.

Economic Development had previously produced an Arbroath Marina Guide.

The Harbour Manager confirmed that at present the harbour can offer arriving tourists craft all the local tourism leaflets which he believed helped to contribute to visitors prolonging their stay. Wi-Fi access was also a key aspiration for the Harbour. The Harbour was an attraction in its own right, both for visiting boats and casual visitors to the town.

The Convener thanked Alison and Merlyn for their contribution and they withdrew from the meeting.

6. BUSINESS NOTIFIED BY MEMBERS IN ADVANCE OF THE MEETING**Visitor Welfare Facilities**

Peter Anelli had asked that the Committee consider improving the toilet and shower facility in the harbour. He indicated that a number of complaints had been voiced to members of the Arbroath Sailing and Boating Club by visitors, both male and female, regarding the combined shower and toilet facility presently available.

In the course of discussion, it was noted that these facilities compared less favourably with, for example, Peterhead Harbour which had separate showers and toilets for both male and female visitors. Improvements were essential if Arbroath was to make a success of its marina business. At the same time however it was important for the harbour to achieve the right balance between the different interests. Besides the need for improved visitor facilities, additional storage space – holding tanks – was needed for shellfish, giving the expanding fishing activity, for which four new boats were currently building. As the Convener indicated, the mixed use of the harbour was key to Arbroath's success. Walter Scott noted the importance of coordinating efforts between the differing interests and achieving the right levels of collaboration between the main users of the harbour. The fishing fleet was currently larger than it had been in 30 years previously.

The Committee agreed that Walter Scott and Bruce Fleming have a look at costed options for improving the shower/toilet facilities, bearing in mind the future possibility of the RNLI vacating their current building.

7. DATE OF NEXT MEETING

The next meeting of the Committee was scheduled for Friday 4 December 2015 at 3.00 pm in Bruce House, Arbroath.