

**APPENDIX I to the minute of meeting of  
the Communities Committee of  
18 November 2014 (Article 3(ii) refers)**

MINUTE of MEETING of the **ARBROATH HARBOUR JOINT CONSULTATIVE COMMITTEE**, held in Room A, Bruce House, Arbroath on Friday 5 September 2014 at 3.00 pm.

**Present: Council Representatives**

Councillors BOB SPINK, DAVID FAIRWEATHER, MARTYN GEDDES and ALEX KING.

**Harbour Users' Representatives**

ALEX SMITH (Fare-Paying Passenger Boat Owners); HARRY SIMPSON and PAUL SIMPSON (Boatbuilders/Repairers); RON CHURCHILL (RNLI); BRYAN BECKETT (Arbroath and Montrose Static Gear Association); and PETER ANELLI (Arbroath Sailing and Boating Club).

**In Attendance:** WALTER SCOTT (Angus Council, Roads); BRUCE FLEMING (Angus Council, Acting Harbour Master); JOY ANDERSON, (Angus Council Corporate Improvement and Finance); and ANDREW WILSON (Angus Council, Democratic Services).

Councillor SPINK, Convener, in the Chair.

**1. APOLOGIES / SUBSTITUTES**

Apologies for absence were intimated on behalf of Councillors Ewan Smith and Sheena Welsh.

**2. DECLARATIONS OF INTEREST**

The Committee noted that no Angus Council elected member representative had any interest to declare in terms of the Councillors' Code of Conduct.

**3. MINUTE OF PREVIOUS MEETING**

The minute of meeting of this Committee of 18 April 2014 was submitted and approved as a correct record, subject to the following correction:-

Article 5(a)(iv) Pontoon Berths – the final sentence of the first paragraph to read “To date seven requests had been received for names to be removed from the list and the waiting list was now reduced to 40 from 47”.

**4. ARBROATH HARBOUR SUMMER REPORT**

There was submitted Report No 377/14 by the Head of Technical and Property Services, providing details of operations at the Harbour since the previous meeting of the Committee, outlining plans for future programmes of works, and discussing contemporary matters of relevance to Harbour activities.

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

**(a) Administrative Matters**

**(i) Financial Update**

With reference to Article 5(a)(i) of the minute of the previous meeting of this Committee, actual net expenditure to 31 March 2014 amounted to £757,512. The estimated outturn net expenditure as at 31 July 2014 amounted to £882,000 representing 96% of the budget and a budget underspend of £41,000. The Supplies and Services budget included £85,000 carry forward

from 2013/2014 for dredging; and the Third Party budget included £75,000 carry forward from 2013/2014 for 50% of the cost of the boat hoist.

**(ii) Oil Spill Contingency Planning and Response**

With reference to Article 5(a)(iii) of the minute of previous meeting of this Committee, Harbour staff had been adequately qualified to deal with a significant oil pollution incident in the Harbour on 16 May 2014, when the *MFV Provider* leaked oil while on the slipway in the boatyard. The Harbour Master had expressed his disappointment at the incident to the owner of the vessel and left him in no doubt that there should be no re-occurrence. In the meantime, Briggs, the contractors who had dealt with the spillage, were pursuing the perpetrators for payment. This was the standard procedure in cases where it was known who was responsible for causing such an incident.

The Harbour Master intended to produce a procedural guide to the process involved in such cases, and circulated it to members.

**(iii) Scottish Ports Meeting**

With reference to Article 5(a)(iv) of the minute of the previous meeting of this Committee, the Harbour Master had attended the latest meeting of the Scottish Ports Committee on 11 June 2014 in Montrose. Depending on the agenda, it was intended that he attend the next meeting due to take place on 12 November 2014 in Edinburgh.

**(iv) Pontoon Berths**

With reference to Article 5(a)(v) of the minute of the previous meeting of this Committee, there were now 42 names on the waiting retained on a database in the Harbour office. The next update was due to be initiated in January 2015 when letters would be sent to each person on the waiting list highlighting their position, indicating the number of new berths taken up in the last year, and asking if they wished to have their names removed or retained on the list.

**(v) Compounded Berths**

With reference to Article 5(a)(v) of the minute of previous meeting of this Committee, thirteen summer berths had been allocated in the "Lazy Hole" area of the Outer Harbour for 1 April 2014 to 30 September 2014.

**(vi) Visiting Boat Numbers**

The number of visiting boats to the Harbour between 1 April 2014 and 31 August 2014 was 230, a decrease of 3% in the summer months in 2013. Visiting yachts tended to remain in the Harbour for longer periods than in previous years, however.

**(vii) Staffing**

With reference to Article 5(a)(vii) of the minute of previous meeting of this Committee, George Addison, Technical Assistant, Roads & Transport Business Unit, had joined the staff over the summer months. Past experience had shown that this arrangement greatly benefitted Harbour operations over the busiest period and consideration would be given to repeating this in future.

**(b) Engineering Matters**

**(i) Inner Harbour Gates**

With reference to Article 5(b)(i) of the minute of previous meeting of this Committee, the opening and closing times of the gates would revert back to winter hours from 1 October 2014. Details were routinely posted outside the Harbour Office and on the security gate leading onto the pontoons, generally

one month in advance, with opening times for the gates also posted on the Angus Council website.

**(ii) Maintenance Dredging Operations**

With reference to Article 5(b)(ii) of the minute of the previous meeting of this Committee, details were currently awaited from the preferred bidder for the dredging contract for the autumn months of 2014. Details were therefore not available for this meeting. The work was required to be done by the end of the calendar year.

Harry Simpson noted that the dredging at the back end of the year resulted with the Harbour filling up by the spring. Walter Scott advised that the intention was to return to a calendar year for the dredging contract, ie January to December as opposed to the current July arrangement. It was intended to seek to increase the limit of dredging material and staff were currently working what arrangement would be most advantageous in terms of cost and time.

**(iii) Ladders and Handrails**

With reference to Article 5(b)(iii) of the minute of the previous meeting of this Committee, the phased programme of installing handrails and repairs to the ladders continued utilising available funding. It was intended that a further seven sets of ladders and handrails would be replaced in the outer Harbour over the winter months. There was a request that the specification of the ladders and handrails to be installed in the outer Harbour should be stainless steel as that area was most exposed to salt water corrosion in the winter. Mild steel work was showing severe effects of exposure to seawater coming over the wall in the winter months. It was agreed that the specification be re-examined.

**(iv) Boat Hoist**

With reference to Article 5(b)(v) of the minute of the previous meeting of this Committee, installation work was still in hand, with some work still being required ahead of the opening of this new facility to users.

Appendix 3 of the Report set out proposed boat hoist charges intended to last for 12 months and then be subject to review. Some Sailing Club members considered that the new charges were high. It was agreed however that the charges would be implemented for a 12 month period after which time they would be reviewed.

Bryan Beckett noted that the boat hoist was a major boost for the Harbour in Arbroath and that there were plenty of small vessels requiring repairs along the adjacent coastline. Without doubt, the boat hoist potentially help Arbroath to be in the forefront for the repairs market once the boat hoist was established over the next year or two.

It was clarified that the boat hoist would not replace cranae and that the crane would remain. Introduction of the boat hoist would increase capacity and throughput in the boatyard. When trials were being carried out with the boat hoist, the Harbour would receive media attention and publicity which would raise its profile amongst users local and beyond.

The new charges would be recommended to the next available meeting of the Communities Committee.

**(v) Harbour Maintenance Works Contract**

With reference to Article 5(b)(vi) of the minute of the previous meeting of this Committee, infrastructure works and South Quay sett repairs were being carried out by Chap Construction Aberdeen Ltd and had begun on 23 June 2014, with completion due by 31 October 2014.

**(c) Future Programme of Works**

With reference to Article 4 of the minute of previous meeting of this Committee, the Committee noted the detailed list of projects on page 4 of the Report. Harbour user facilities were now complete. The amount of expenditure on dredging for the next year had yet to be finalised while works were progressing on the boat hoist. The meeting had already agreed that the specification of steel work to be used in the outer Harbour for ladders and railings should be reviewed.

The 2013/2018 Financial Plan and Final Capital Budget 2014/2015 was due to be considered by the Council's Policy and Resources Committee on 2 September 2014; the Revenue Budget remained as set out in the Final Budget Volume 2014/2015.

**5. OTHER ITEMS****(i) Public Slipway**

Councillor Fairweather was pleased to note the level of usage of the public slipway but expressed concern at the ability of Harbour Staff to maintain the slipway clear of sand and stones at the head of the slip. Walter Scott explained that while Harbour Staff worked hard to maintain full access to the public slipway, this was subject to the availability of resources. There had also been difficulties with contractors on two occasions when the work had not been completed as required. Over the last year, clearance of sand and stones had been carried out at the slipway on five occasions. The Harbour Master believed that the slipway probably required to be cleared more frequently; however, if he received an approach for this work to be carried out he would undertake it.

The Committee noted that the on-going schedule for clearances of the slip on a more regular basis was under consideration, and that this would be reported on to the next meeting of this Committee in December.

**(ii) RNLI Business**

With reference to Article 5(iv) of the minute of previous meeting of this Committee, it was noted that a launch trial as part of the preparation to accommodate the new Shannon Class Lifeboat, would take place on the week beginning 20 October 2014. It was understood that this was being timed by the RNLI in order to carry out a similar test at Anstruther. Walter Scott would liaise with Alex Smith and Ron Churchill nearer the time to ensure that all requirements were in place, and the Council would do all it could to ensure the success of the trial.

**(iii) Harbour Security**

Paul Simpson reported on the activities of loitering youths around the Harbour who tended to gather at Dangerpoint in a group of around twenty. On one occasion they had lifted blocks next to the Black Shed and were lobbing blocks into the Harbour near to moored boats. Some graffiti spraying had also taken place. Members were reminded that the Police were keen to attend whenever asked and any incident should be reported by dialling 101.

Bryan Beckett noted that the recent installation of the second barrier had been successful in reducing the level of theft at the Harbour. It was noted that the Police had attended incidents whenever they had been asked, normally within 30 minutes, or an hour at most, and that they also routinely received Committee papers for these meetings.

**(iv) Tourism and Marketing of Facilities at and around the Harbour**

The Seafest had taken place on the weekend of 9 and 10 August 2014, and once again had been a successful event. Thanks were due to all staff who had provided support during the weekend which had been attended by around 20,000 visitors over the course of the weekend despite poor weather on the Sunday.

It was anticipated that the Harbour would be involved in Arbroath 2020, a major tourist event. While the Abbey would be the focus of the celebrations, it was proposed to involve the Harbour in some way. The Council was represented on the Arbroath Abbey Action Group which was planning the event.

**(v) Commonwealth Games**

The Committee noted a letter of thanks received from Police Scotland for the assistance provided by Harbour Staff to the Police Scotland Marine Unit who had operated from Arbroath Harbour in support of the recent Commonwealth Games events at Barry Buddon.

**5. OTHER BUSINESS**

**(i) Bins and Household Waste**

Alex Smith and Bryan Beckett raised the issue of household waste, including mattresses being put at the bins at the Harbour especially at the Black Shed. It appeared that there might be an issue regarding the lack of effectiveness of the relevant signage. The Harbour Master undertook to speak to both members following the meeting.

**6. DATE OF NEXT MEETING**

The next meeting was confirmed as being Friday 5 December 2014 at 3.00 pm.