

**NOTES OF THE PILOT HARBOUR EXECUTIVE MEETING
HELD AT TOWN HALL
MONDAY 8 OCTOBER 2019 AT 10:00 AM**

Present: Nick Edwards, Director (NE) & Chair
Cllr J Jefferson, Portfolio Holder (JJ)
John Woodhead, Northern Area Engineer (JW)

Requested Supporting Officers:

Capt. Ian Vasey, Borough Harbour Master (IV)
Capt. Chris Burrows, Deputy Harbour Master (CB)
Kevin Wardell, Accountant (KW)
Lesley Dale, Ports Business Manager (LD)

1. Apologies

Apologies were received from Martin Lloyd, Principal Engineer and Alex Richards, Regeneration Officer.

2. Notes of Previous Meeting

Notes of meetings held on 17 June 2019 (Appendix 1) were agreed as an accurate record.

3. Matters Arising (not on agenda)

Coates Marine - was being progressed

Endeavour – was being progressed

Dock End - JW advised small amount of work to complete on area during November.

4. Port Marine Safety Code (PMSC)

CB advised that the internal audit had made four minor recommendations which had all been completed. The external audit had made five recommendations over 131 areas all of which were minor and had been completed. The annual adoption of SMS was due to go to Audit Committee later this month. There had been an appreciable decline in reportable incidents. Duty Holder training had been completed and consequently Mike Greene would become Duty Holder at the Audit Committee. The inspections of the navigation lights by Trinity House and the Port Waste Management Plan by the MCA had both been successful. There had been 2 incidents at Scarborough and 3 at Whitby.

5. Stakeholder Engagement on Strategy/ Strategic Direction (AR)

The stakeholder engagement is presently with Cllr Siddons who will be taking it forward. Cllr Siddons is very keen on maintaining areas for the use of the fishing industry. JJ to discuss with Cllr Siddons. **Action: JJ**

6. Borough Harbour Master Briefing Note – 8 October 2019 (Appendix 2)

IV gave a general update on all items within the report. Discussed Visiting fishing vessels and impact on fishing figures and potential for the future operation of the dredger. NE advised of history regarding dredger, current issues regarding recruitment and possible future options and financial details. .

7. Financial Report

KW provided general update on the Q2 report due to Cabinet in November. Scarborough Harbour is slightly up on budget but Whitby is lower than expected. There is an issue with the water supply on the Scarborough West Pier which is significantly above budget, NE will investigate. **Action: NE**

JW queried the occupancy of kiosks on Pier Road, KW advised that budget had been prudently set.

NE updated the meeting on the current progress of the Council Auditors in relation to the harbours accounts.

KW advised that dredger reserves currently stands at £66K. IV confirmed that the Dry Docking Tender had been awarded and it would be due in dock w/c 28 Oct 2019.

8. Maintenance and Assets

IV advised that the new chillers have been installed on the Whitby Fish Market.

IV informed meeting that the reconfiguration of the Filey Coble Landing to accommodate the new RNLI vessel was still being discussed.

JW informed meeting that all harbour assets at Scarborough and Whitby have now been fully inspected and plans formulated for forthcoming maintenance and repairs in order of priorities. KW suggested that commercial properties also be included. IV asked if any external funding could be sourced for the identified priorities'. Alex Richards to seek advice.

Action: AR

9. Whitby Pier Works / East Pier Link Bridge

JW advised that the pier works should be completed and Endeavour Wharf cleared by the end of month. The Church Street car park is to be closed next week. He updated the meeting on the Link Bridge which is currently awaiting delivery to Whitby. Options for installation are being progressed.

10. Fish Pier

JW advised on the situation with this area and ongoing discussions with the RNLI. While currently temporarily stabilised there is movement in the Southern face of the wooden piled structure and remedial action needs to be progressed.

Action: NE

11. Fees & Charges

NE explained the process for the setting of Fees and Charges, prior to a report been presented to the Portfolio Holder for consideration. IV advised of resistance against further price increases, highlighting the presence of vacant berths at Whitby and benchmarking of services and facilities. NE advised a broad increase of 2% is required to balance budgets. Cllr Jefferson agreed to a general 2% increase with some exceptions.

12. Seagrown

CB advised meeting that the business is trading. As per previous meeting, an agreement will be finalised once all vessels are in situ.

Action: CB

13. NEIFCA Request

NE outlined the situation and the discussions held with the Chief Fisheries Officer. A berth will be offered in line with Executives decision including the agreed formalised contingency arrangements.

Action: IV

14. Regal Lady

Works have commenced and being progressed in line with the intentions in the Report agreed in March 2019.

Action: IV

15. Any Other Business

Whitby Town Council – NE has received a request regarding a potential lobster hatchery which the Executive discussed.

16. Date of Next Meeting – Monday 9 December at 10:30am