

**NOTES OF THE PILOT HARBOUR EXECUTIVE MEETING  
HELD VIA VIDEO CONFERENCE  
THURSDAY 30 JULY 2020 AT 10:30 AM  
VIA VIDEO CONFERENCE**

Executive: Nick Edwards, Director (NE) & Chair  
Cllr J Jefferson, Portfolio Holder (JJ)  
Alex Richards, Economic Development Project Manager (AR)  
John Woodhead, Northern Area Engineer (JW)

Requested Supporting Officers:

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

**1. Apologies**

No apologies were received.

**2. Notes of Previous Meeting**

Notes of meetings on 6 April 2020 (Appendix 1) were agreed as accurate record.

**3. Matters Arising (not on agenda)**

**West Pier Electricity** – NE has followed up with Energy Manager an update is expected very soon.

**North Wharf** - Report had been approved and repairs to be progressed.

**Lighthouse Pier** – ML & Chris Bourne to revisit costings.

**Fish Pier** – NE to seek further legal advice.

**4. Port Marine Safety Code (PMSC)**

CB advised on one incident, a charter angling vessel had contacted the Whitby swing bridge damaging its mast; reported to the MAIB/NYCC. Incidents running at a third lower but lockdown has impacted on vessel movements/public numbers. PMSC Management meeting had taken place in June. Update provided regarding claim following forklift incident, SBC have been proven to have no liability. Electronic harbours system of reporting etc. has proved invaluable during current pandemic. Group advised on issues with bridge and crowds during current pandemic. PMSC internal audit is due followed by an external audit prior to the next Audit Committee Report in October. The withdrawal from CHA status has been delayed by the DfT due to Covid 19/ Brexit but will progress in due course. The OPRC plan has been approved for the next 5 years. Trinity House light inspection all positive.

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

AR advised that further consultation had been delayed and the Leader was making further changes prior to this. A meeting with the Consultant was planned for early August. Changes to the Master Plan including the West Pier access etc. were discussed, engineers advised of concerns and possible highways issues. AR advised on funding streams and was optimistic that full funding may be achieved by 2021. JJ advised of approach to refurbish building 7 on the West Pier which AR may be able to incorporate into Master Plan. AR advised intention to present revised plans to Cabinet in September. Plans to be circulated to this Group which would be

included in the meetings going forward. IV advised that the fishing community should have more engagement into any strategy impacting on the area.

#### **ACTION AR**

#### **6. Borough Harbour Master Briefing Note – 30 July 2020 (Appendix 2)**

IV gave a general update on all items within the report. Whitby fish landings were broadly in line, Scarborough had been significantly impacted by the lack of visiting fishing vessels. Dredging was continuing in Whitby and concentrating on the entrance and Navigable channel to the bridge. Eskside Wharf would require some limited dredging during the winter period. Dredger Management would shortly pass to Dalby Offshore Services once the legal aspects had been completed IV confirmed that our own harbours would be prioritised.

#### **7. Financial Report (KW)**

KW provided general update for the year-ends. Expenditure from reserves included £62K for North Wharf. However, the impact of CV19 is already showing with a 50% drop in activity and a £75K reduction in fish dues alone. It is anticipated that by year-end there may be a £66K deficit, which will be deducted from the reserves. Whitby Harbour has overspent on expenditure due to a one off cost. The impact of CV19 is anticipating a £30K reduction in fish dues and parking with an overall shortfall of £90K.

NE advised that reserves at Scarborough be utilised to take forward some of the identified planned maintenance potentially the Light House Sheet Piling - ML to obtain up to date costings and costings for works to Eskside Wharf. The impact of CV19 would mean no reserves left at Whitby. NE stressed the importance of maintaining the ongoing and planned maintenance regime to enable the harbours to continue to improve infrastructure.

**ACTION: ML**

#### **8. Maintenance and Assets (JW/ML)**

JW advised on Whitby; West Pier Lighthouse required £1.4M, Group discussed listed structure and funding streams etc. The Works completed in October 2019 and April 2020, had ensured structural safety. Fish Pier and Eskside Wharf are currently higher on the priority list but Lighthouse works need to be prioritised and considered. Group considered alternative funding and ownership options. JW advised the Church Street Flood Wall was completed, due to be handed over to Emergency Planning shortly. Eskside Wharf is ongoing but potentially possible subject to up to date costings. A heritage statue was installed next to the bridge, official unveiling to follow in due course.

ML advised on Scarborough; all items previously considered high priority at both harbours have been actioned. Medium priorities now to be considered.

#### **9. Fish Pier (JW/ML)**

JW advised that a legal response was still awaited and a meeting was due to be held next week.

#### **10. Harbour User Approach (IV) (PRIVATE & CONFIDENTIAL)**

#### **11. Any Other Business**

Endeavour – JJ discussed concerns raised regarding the vessel and its fees/grants etc. including the recent media appearance by one of the owners. Agreed that a

meeting be organised with NE, IV, JJ and the owner to discuss his concerns.

**ACTION: LMD**

SYC Seating – JJ had been approached with a request to put seating outside the Scarborough Yacht Club. Agreed in principle with Estates Section to follow up. Agreement to be reviewed following current CV19 situation. Relevant licences to be obtained.

West Pier Buildings – JJ discussed approach from existing operator would like to rent further buildings in order to install welfare facilities. The Group had no objections and this should be progressed with the Estates Section.

**ACTION: ESTATES**

Vessel Licences – Discussed in light of CV19 situation. Group agreed that along with all harbour fees they are payable in full. Payment terms to be agreed if required.

Fees & Charges – IV advised of correspondence/comments that had been received from individuals and user representatives, regarding the harbour fees during the Governments lockdown. Executive Management Team had determined that all fees were payable in full and therefore the Group endorsed their decision.

Town Deal Board – JW advised of suggestion to pedestrianize the Whitby Swing Bridge. NYCC were considering this as a pilot scheme under their existing powers, which would involve the use of the Tin Ghaut Car Park made into a roundabout for traffic. Considering as a pilot from March 2021 but firm decision awaited. AR & CB advised of discussions regarding Maritime Training Hub being established in Whitby, which could be considered permitted development. JW advised that Yorkshire Water are considering installing a new river crossing which would sterilise a large area of Endeavour Wharf. AR advised of suggestion of pedestrian footbridge across the Esk. NE suggested that the Fish Market area should be considered in the long-term strategy for future development opportunities.

**12. Date of Next Meeting** – Friday 30 October 2020 at 10.30 via video conference

**HARBOUR MASTER BRIEFING NOTE TO HARBOUR EXECUTIVE**  
**30 July 2020**

**1. WHITE AND SHELL FISH**

Submitted returns indicate the following figures and percentages:

**1.1 Whitby**

		2019/2020	2018/2019	2017/2018	
January	Weight	25,998	35,961	29,096	Kilos
	Value	136,319	174,071	117,371	£
	Wharfage	5,453	6,963	4,695	£
February	Weight	25,392	25,285	23,380	Kilos
	Value	151,291	166,897	85,764	£
	Wharfage	5,886	6,510	3,430	£
March	Weight	46,006	34,684	41,824	Kilos
	Value	161,512	162,043	125,932	£
	Wharfage	6,375	6,396	5,037	£
Total to date	Weight	527,975	523,453	562,678	Kilos
1 April to	Value	2,698,912	2,842,172	2,337,073	£
31 March	Wharfage	107,706	113,436	93,412	£

- 1.2 January figures show grossing's to be 100% Shell  
 February figures show grossing's to be 100% Shell  
 March figures show grossing's to be 100% Shell

**1.3 Scarborough**

		2019/2020	2018/2019	2017/2018	
January	Weight	33,034	118,141	130,725	Kilos
	Value	221,234	385,851	272,098	£
	Wharfage	8,848	15,217	10,823	£
February	Weight	11,398	98,206	129,461	Kilos
	Value	71,390	306,331	290,367	£
	Wharfage	2,856	12,184	11,255	£
March	Weight	19,230	109,974	91,520	Kilos
	Value	128,098	335,860	233,838	£
	Wharfage	5,124	13,394	9,097	£
Total to date	Weight	943,897	1,833,759	1,659,579	Kilos
1 April to	Value	3,902,247	5,467,044	5,272,485	£
31 March	Wharfage	148,453	211,473	182,516	£

- 1.4 January figures show grossing's to be 1% White, 99% Shell  
 February figures show grossing's to be 1% White, 99% Shell  
 March figures show grossing's to be 100% Shell

- 1.5 Whitby landing figures are on par with previous years, however the Scarborough figures have been affected by the lack of visiting vessels. Both harbours figures have previously been bolstered by visiting scallop vessels landings which unfortunately have not materialised during the reporting period.

## 2. DREDGING

### 2.1 Dredging Campaigns:-

	Jan. to Mar. 2020 Totals		Jan. to Mar. 2019 Totals	
	Loads	Quantity	Loads	Quantity
<b>Upper Harbour, Whitby</b>				
Upper - East Side Pontoons	33	12980		
Upper - Party Pontoon	5	1910		
<b>Lower Harbour, Whitby</b>				
Lower - Main Channel	4	1530		
Lower - Fish Quay	3	1110		
Lower - Entrance	3	1150		
<b>Total</b>	<b>48</b>	<b>18680</b>	<b>54</b>	<b>19350</b>
Working Days in Month	62		67	
<u>Dredging Days Lost Due:-</u>				
Bad Weather	44		21	
Repairs	0		0	
Sickness	0		0	
Holidays	0		13	
Total Days Lost	44		34	
<b>TOTAL DAYS DREDGING</b>	<b>18 days for 48 loads @ 2.67 Loads</b>		<b>33 days for 54 loads @ 1.63 Loads</b>	
	<b>1014.6 tonnes per day</b>		<b>652 tonnes per day</b>	

2.2 Scarborough Harbour – No dredging activities were undertaken at Scarborough Harbour during this period. Depths at SH are periodically reviewed and no action was deemed necessary.

2.3 Whitby Harbour - Dredging operations during this period have continued to concentrate on the upper harbour, in particular the East Side Pontoons. In March attention turned to the lower harbour in preparation for the upcoming season. Unfortunately, Coronavirus restrictions meant that dredging was suspended towards the end of March. The overall tonnage removed is similar to the same period in 2019 despite an increase in days lost to bad weather. Pleasingly, the dredger is now achieving an additional load per day on the previous year.

## 3. FINANCIAL UPDATE

### 3.1 Scarborough

The previous report projected that income would exceed budget over the year, this variance did materialise. Fish Dues exceeded budget, additionally the other major contributors to the higher income figures were visiting mooring charges, and both commercial and passenger dues.

Utility charges exceeded budget. Water costs were higher while electricity exceeded budget. These electricity costs included a one off recharge to Whitby Harbour of £12k as a result of previous charging errors. Annual expenditure underspends materialised throughout various expenditure headings resulting in overall expenditure being under budget. The surplus achieved in the year has been transferred to the Harbour General Reserve.

### 3.2 Whitby

The previous report forecast an overall negative variance against budget coming in at £6k under. The principle drivers behind the variance were shortfalls in both external rentals (£34k) and moorings (£14k).

Benefits in the year arose through a one off electricity recharge from Scarborough Harbour of £12k, while Repairs and Maintenance costs were below budget. The lack of external Dredger charter income was offset against savings in dredger repair costs which have significantly reduced due to recent investments in the asset.

#### **4. PORT MARINE SAFETY CODE (PMSC)**

- 4.1 There has been one marine related incident during this reporting period. This involved a fire on-board a fishing vessel, the emergency services on scene managed to contain the fire within the vessels machinery space. The reported cause was a drip fed diesel heater being improperly secured.
- 4.2 Following a statutory consultation process, comments received were incorporated into the Whitby Harbour Oil Spill Contingency Plan. The revised plan has now been approved by the MCA and a revalidated plan re-issued to all statutory consultees valid until April 2025.
- 4.3 The amended Port Waste Management Plans for both Whitby and Scarborough harbours were submitted to the MCA. These plans have now been approved and are valid until April 2023.
- 4.4 The local aids to navigation at both Scarborough and Whitby were inspected on 16 June by an Officer of Trinity House, the General Lighthouse Authority, and were found to be in good and efficient order.
- 4.5 The Whitby Port Security Committee meeting took place on 3 July 2020. Following which the Police Marine Unit vessel will be based in Whitby harbour for the summer season.

#### **5. HARBOUR MAINTENANCE – PROJECTS**

##### **5.1 Consultation on a Strategic Business Plan for Scarborough Harbour**

Stakeholder consultation on the latest iteration of the proposals has been limited due to covid restrictions. However the outline proposals for the Harbour, in particular regeneration works to the West pier are to be included in both the Towns fund and HAZ funding bids. This will present a future opportunity to develop proposals further with the involvement of stakeholders, and potentially move to implementation over the coming months.

##### **5.2 Dredger ‘Sandsend’**

Following the successful tender process to enter into a ship management agreement Officers are currently working on a shipman/BIMCO contract.

##### **5.3 Whitby Church Street**

Civil engineering works on the flood defenses were temporarily suspended due to the impact of Covid-19, consequently this has extended the timeframe for completion. Work has now recommenced and it is anticipated the project will be completed by the middle of July.

##### **5.4 Scarborough North Wharf**

Following engineering inspections of the wharf and approval of £62.6K of expenditure Transcore has been appointed to carry out remedial works to the wharf fendering. Work is anticipated to commence imminently including removal and installation of wooden pilings, supporting brackets and plastic fendering to identified areas.

**6. Filey Coble Landing**

- 6.1 Routine inspections are maintained, dialogue continues with users/stakeholders and RNLI, No H&S or other issues have been encountered. The seasonal attendant is now in situ.

*Ian Vasey*

**Capt. Ian Vasey  
Borough Harbour Master**