

**NOTES OF THE PILOT HARBOUR EXECUTIVE MEETING
HELD VIA VIDEO CONFERENCE
MONDAY 23 AUGUST 2021 AT 12:30pm
VIA VIDEO CONFERENCE**

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

Requested Supporting Officers:

Capt. Chris Burrows, Borough Harbour Master (CB)
James Buck, Deputy Harbour Master (JB)
James Hird, Energy Manager (JH) – item 10
Kelly Rose, Accountant (KW)
Lesley Dale, Ports Business Manager (LD)

1. Welcome and Apologies

John Woodhead, Martin Lloyd and Kevin Wardell sent their apologies.

2. Notes of Previous Meeting

Notes of meetings on 4 May 2021 (Appendix 1) were agreed as accurate record.

3. Matters Arising (not on agenda)

Dredger Management – a meeting is arranged for 16 September 2021.

Filey Coble Landing /RNLI – discussion regarding RNLI requirements at Filey. The six spaces opposite the kiosk are presently cordoned off for CV19. These are to be allocated to the RNLI for emergencies only and to help with traffic issues in the area.
Filey Land – area discussed, CB/NE to ask Legal Section to assist with defining area.

ACTION: NE/CB

Declaration of Interest – NE declared interest in item 11.

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

CB advised the Group of six incidents since the last meeting. Incidents seem to be returning to pre-Covid levels which was reassuring. The latest MAIB report concerned a pleasure angling vessel which had sunk with persons on board who were not wearing lifejackets. CB highlighted 'Emily's Code' regarding equipment, plans, weather etc. which would be stressed among the leisure vessel community.

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

AR updated the Group. West Pier plans are progressing with a full business case to be in place towards end of year. Mason Clark Associates have been contracted as design and build consultants and tasked with providing a costed design solution, including business case for redevelopment of the West Pier within the next 4-6 months. It is anticipated that the majority of the stakeholder requirements can be incorporated into the development. Financing of the project have highlighted some issues as the buildings seem to be in a worse condition than originally considered. NE stated that it was this Groups' responsibility to make sure that any development is suitable for the 'harbours' and their users.

6. **Borough Harbour Master Briefing Note – 23 August 2021 (Appendix 2)**
CB presented the report, which was received. He explained that the fishing continues to contract at Whitby due to many factors including Covid and visitor numbers were severely reduced. The dredger had been waiting for parts from Japan which had been delayed.
7. **Financial Report (KR)**
KR provided general update to the Group on the finances. It is anticipated that the Dredger Management financial arrangements will be brought up to date at the meeting on 16 September 2021. The Dredger Management Company continues to seek external contracts.
8. **Maintenance and Assets (CB)**
Lighthouse, Whitby – The West Pier had been cordoned off and the tenants removed. JW was investigating and pricing options regarding provision and restoration, scaffolding/screening. Option to buy scaffolding may be prudent.
Lighthouse, Scarborough – Asset Management have organised a full survey as initial small issues were more in depth than anticipated and this has highlighted further issues.
Lighthouse Pier, Scarborough – The sheet piling is concerning and a dye survey has been scheduled. Concerning as regeneration plans include this area. It is estimated that sheet piling to the Lighthouse Pier and Fish Quay at Scarborough will cost in the region of £150K.
9. **Fish Pier (CB)**
CB advised dialogue with the RNLI continues. An alternative plan has been proposed by RNLI consultants and this is with the Legal Section, all continue to work towards a speedy resolution.

JH joined the meeting

10. **Utilities (JH)**
JH advised that electricity and water invoices were constantly increasing and he had started an audit.
Whitby - he considered the aged fish market chillers to be an issue. NE suggested the chillers be replaced with more energy efficient ones. JH also recommended a change in housekeeping practices and improved insulation as this can raise the temperature by 7°. Additional sub meters to be installed
ACTION JH
Scarborough – JH reported various issues. The Vincent Pier had issues with two vessels using large quantities of electricity which required to be recharged – JH to arrange meters to be installed/replaced.
ACTION JH
West Pier – JH advised an energy workup was required. JH to attend next Group meeting to provide an update.
ACTION JH

JH left the meeting

11. PRIVATE & CONFIDENTIAL

12. Whitby Maritime Training Hub/HRO

CB updated Group on the Whitby Town Deal Board and the proposal to establish a Maritime Training Hub on Endeavour Wharf. This was moving ahead with positive feedback from stakeholders. The 'fight for Whitby' challenge may impact upon these plans long-term. The possible requirement for a Harbour Revision Order is also a consideration. AR advised that emphasis needed to be on 'Maritime Training'. NE advised the impending objection should be concluded before any progress made on a HRO.

13. PRIVATE & CONFIDENTIAL

14. Capital Schemes (CB)

CB provided Group of a brief insight into management of harbours with future plans established to progress a projects list for further developments. Some of which include capital schemes such as Lighthouses, Eskside Wharf, replacement of Lighthouse pontoons etc. CB wishes to continue to improve and modernise, some changes are low cost and will improve efficiencies and customer experience. NE congratulated CB and the team and welcomed the strategy.

15. Kiddies Ride (Whitby)

CB advised of approach to have the ride in place over the Christmas 2021 period, which was discussed. Group agreed in principal with Estates and Marketing to be fully appraised and involved.

ACTION: Estates/Marketing

16. Any Other Business

Lobster Hatchery, Whitby – AR advised that good progress is being made in developing the plans and crowd funding is progressing well.

17. Date of Next Meeting – Monday 29 November 2021 at 12.30 pm via video conference