

**NOTES OF THE PILOT HARBOUR EXECUTIVE MEETING
HELD VIA VIDEO CONFERENCE
MONDAY 6 DECEMBER 2021 AT 2:00pm
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. Chris Burrows, Borough Harbour Master (CB)
James Buck, Deputy Harbour Master (JB)
Louise Dudman, Senior Estates Assistant (LD) - item 12
Martin Lloyd, Principal Engineer (ML)
Gary Pearson, Deputy Harbour Master (GP)
Kelly Rose, Accountant (KR)
Bryan Walker, Head of Estates & Property (BW) – item 12
Lesley Dale, Ports Business Manager (LMD)

1. Welcome and Apologies

James Hird sent his apologies.

Item 12 was discussed at this point.

2. Notes of Previous Meeting

Notes of meetings on 23 August 2021 (Appendix 1) were agreed as accurate record.

3. Matters Arising (not on agenda)

Filey Land – CB advised awaiting further legal advice.

Energy – CB reported on an update from James Hird:

- Vincent Pier Charges – in process of recharging, procedure to be clarified.
Some meters have been installed.
- Energy 'work up' required completion expected end of January
- 'Energy' to be included on all future agendas until issues resolved

ACTION: JH

ACTION: LMD

Declaration of Interest – NE declared interest in item 12.

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

JB advised the Group of the incidents at Scarborough since the last meeting, including a cradle which had collapsed in the outer harbour. No incidents to report from Whitby. The latest MAIB report concerned a collision between a dredger and excavator, a stevedore fatality in Liverpool and an angling vessel which sank with the lifejackets inside the cabin. A trawler had collided in fog with a cargo vessel off the Tyne. The ports PMSC had recently been successfully independently externally audited and the Statement of Compliance has been signed off for another three years.

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

AR updated the Group. West Pier plans are progressing, proposals are being developed. Plans for building one were discussed and a further round of consultation had recently taken place although not all tenants attended. Discussions are ongoing with the tenants. KR advised that current estimate is higher than original budget but benefits, efficiencies and invest to save options are being included to allow the plans to progress.

ML gave a brief overview of the integrity of the harbour infrastructure to accommodate the plans. The rounded piling is older but will not require renewal before start of project. Ground penetrating radar survey to take place. The inner harbour section will require strengthening before project can begin. Discussions have taken place with a possible consultant, if all proceeds quickly an outline design and costings will be reported to Council with work possibly completed within a year. Costs will depend upon level of works required, KR to consider budgetary flexibility. AR advised waiting for MFF replacement funding announcement from Government. ML advised of other structures which also needing piling Lighthouse Pier at Scarborough and Eskside Wharf at Whitby. If no funding available could be significant impact on Harbour Reserves. KR advised full costs including construction all need to be assessed and overview the full financial implications. Building four on the West Pier was discussed and needs attention.

AR advised on the progress with the Maritime Hub at Whitby. Enough user interest has been identified but this must be flexible and provide training and transferable skills. The business case does stack up. Some stakeholder aspirations will be difficult to accommodate with the budgets. AR advised that due to work carried out on Endeavour Wharf over the past few years it should be strong enough to accommodate the building. ML recommended that some of the piling on Endeavour Wharf be strengthened as there had been no recent piling in this area. JW advised of the strengthening which was undertaken in the location of the previous transit shed and locating the building to this footprint may reduce costs. He also advised that Yorkshire Water need access to the shafts and pumping station.

AR left the meeting

6. Borough Harbour Master Briefing Note – 6 December 2021 (Appendix 2)

CB presented the report, which was received. He advised while fishing industry is recovering it is not at previous levels, but this is a UK wide picture. Shellfish prices are rising but the visiting scalloping vessels have impacted heavily. Dredging figures are better than in 2022 but the focus has been on Whitby. Dredger is currently undertaking winter pontoon dredging at Whitby. The dredger did undertake a brief contract in Blyth in September. The tree event had gone well in Filey and the RNLI planning application is awaited. NE asked for overview of current dredger management contract. CB gave an overview of the situation over the past year. NE asked for a regular update on this agreement at future meetings.

ACTION: CB

7. Financial Report (KR)

KR provided general update to the Group; it is anticipated that they will be on budget. The Whitby income shortfall should be balanced by the rental income. The electrical expenses are above budget but are compensated by the water expenses which are

below. Scarborough Harbour Reserves after planned works should stand at around £178K. CB advised the dredger dry-docking was budgeted for £40-£45K. KR & CB have been discussing efficiency improvement regarding the utilities etc. Fees and Charges for 2022/23 were discussed. It was agreed to increase the majority of fees in line with SBC increases of 3%, the pontoons at Scarborough would increase by 5% and continue to increase at this rate until they were in line with the fees at Whitby. Ad valorem and visitor and launch fees would remain at static levels as they had for many previous years. CB requested the consideration of an additional surcharge of 12% to be implemented from 1 April 2023 for all liveaboards, this figure being the equivalent of the Council tax payable to SBC. Fees and charges agreed in principle with full report to Cabinet on 14 December. Notices would be placed around the harbours to inform customers, all would be advised of standard increase and the 12% surcharge to be implemented from 2023 to allow adequate time for customers to prepare.

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

Eskside Wharf, Whitby – awaiting progressions

West Pier Lighthouse, Whitby – this has been fenced off for safety. NE suggested an additional meeting to progress this with NE, JW & CB.

Building 4, West Pier, Scarborough – the roof trusses need repair/action and a survey report is with Asset Management. CB to discuss with Martin Pedley

ACTION: CB

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

JW advised to expect a spring delivery of the project and Legal are progressing the agreement. JW to share the works completed to date and requirements to finish off and then meet with NE.

10. **SH Sheet Piling (ML)**

Lighthouse Pier, Scarborough – budget of £150K as works are already progressing but this budget will not be sufficient to remedy the issues, could need approx. £462K. The area is currently closed off; works and budgets are being reassessed. Decisions and funding required to move forward. ML to discuss with Chris Bourne.

ACTION: ML

11. **Utilities (JH)**

NE requested that JH attend next meeting with an update.

ACTION: JH

12. **Estates (BW/LD)**

PRIVATE AND CONFIDENTIAL

ACTION: LD & BW

PRIVATE AND CONFIDENTIAL

13. **Any Other Business**

Lighthouse, Scarborough – JJ asked if lights could be displayed on the structure for Christmas, CB agreed.

Recent Storms – CB advised Group that many of the harbour staff had been deployed or volunteered to attend out of hours to assist during the storm. He was very impressed with their response and assistance.

14. Date of Next Meeting – Monday 14 March 2022 at 13:00 via video conference