

**NOTES OF THE PILOT HARBOUR EXECUTIVE MEETING
HELD AT TOWN HALL
MONDAY 17 DECEMBER 2018 AT 10:00 AM**

Present: Nick Edwards, Director (NE) & Chair
Cllr M Cockerill, Portfolio Holder (MC)
Alex Richards, Regeneration Officer (AR)
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)
Martin Lloyd, Principal Engineer (ML)

Observers: Cllr S Turner

1. Apologies

Apologies were received from Martin Pedley, Asset & Risk Manager and Lesley Dale, Ports Business Manager.

2. Notes of Previous Meeting

Notes of meetings held on 4 October 2018 (Appendix 1) were agreed as an accurate record.

3. Matters Arising (not on agenda)

None that would not be discussed later in the meeting.

4. Port Marine Safety Code (PMSC)

CB advised that following the last Executive meeting, the annual "Performance against the Safety Plan" report had been presented to the Audit Committee and a number of questions had been raised by Committee members and answered. CB updated the group on recent incidents, the group wished to send particular thanks and congratulations to Gary Pearson, Assistant Harbour Master (Leisure) for his actions during a recent incident. CB advised the group that the MCA were introducing a number of regulations aimed at improving safety onboard Fishing Vessels and that the Filey Coble Landing User Group had taken place.

5. Stakeholder Engagement on Strategy (AR)

AR reported that the consultant's brief for the Scarborough Harbour masterplan had been approved by Cabinet and that the procurement process would now take place with a view to starting work early in 2019. **Action: AR**

6. Strategic Direction

NE outlined the situation with both Whitby and Scarborough. MC highlighted the recent Govt. announcement regarding additional grant funding opportunities and it was agreed that these be investigated.

7. Borough Harbour Master Briefing Note – 17 December 2018 (Appendix 2)

IV gave a general update on all items and took various questions from those present. IV reported that following a meeting of the North East Ports Group, many ports

continued to suffer from the effects of the 'Beast from the East'. JW and ML presented updates on infrastructure projects mentioned within the briefing note.

8. Financial Report & Fees and Charges 2019/20

KW provided general update on second quarter. Scarborough income is currently ahead of budget and Whitby is generally in line with budget. The previously noted higher electricity consumption had been investigated and appropriately recharged. Harbour reserves discussed and to be considered in conjunction with completed asset reports later in the meeting. It was noted that the Portfolio Holder had accepted the Fees and Charges for 2019/20 and that budgets would be adjusted to reflect the condition of assets in the harbours and projected maintenance costs. IV highlighted that the Authority's dredger would be due a dry docking during 2019.

9. Maintenance and Assets

JW and ML presented the outcome of the updated asset inspections and discussed projected costs for maintenance and repair over the coming five year period. A discussion was held regarding further dive surveys to update previous analysis of piles and this was agreed as a requirement for moving forward.

Further work be undertaken to advise on the priority of identified projects and how these fit into budgets. Outcome to be presented at the next meeting in March 2019.

Action: AR, CB, IV, JW, KW, ML

10. Lobster Hatchery Presentation by External Stakeholder

The external stakeholder had not attended and as such this item was passed over.

11. Any Other Business

JW updated the group on plans to install electric vehicle charging points at Whitby Harbour.

IV presented a proposal from an external stakeholder regarding the formation of a Personal Water Craft club. Whilst supportive of innovation, it was agreed that the Executive did not currently support the idea due to safety concerns but it would keep the proposal under review.

AR presented a proposal from an external stakeholder requesting an area of harbour land for commercial purposes. The Executive agreed that it could not currently approve any such request pending the formation of the masterplan in 2019.

14. Date of Next Meeting – Monday 11 March 2018 at 10:00am

HARBOUR MASTER BRIEFING NOTE TO HARBOUR EXECUTIVE
17 December 2018

1. WHITE AND SHELL FISH

Submitted returns indicate the following figures and percentages:

1.1 Whitby

		2018	2017	2016	
July	Weight	63,195	65,069	86,520	Kilos
	Value	269,023	339,624	353,915	£
	Wharfage	10,761	13,585	14,157	£
August	Weight	72,926	94,568	102,312	Kilos
	Value	461,037	427,220	439,465	£
	Wharfage	18,442	17,089	16,877	£
September	Weight	35,641	54,928	70,229	Kilos
	Value	208,766	184,986	207,265	£
	Wharfage	8,351	7,400	7,797	£
Total to date	Weight	290,357	353,392	369,877	Kilos
1 April to	Value	1,533,744	1,520,748	1,388,726	£
30 September	Wharfage	61,350	60,759	53,870	£

- 1.2 July figures show grossing's to be 13% White, 87% Shell
 August figures show grossing's to be 6% White, 94% Shell
 September figures show grossing's to be 100% Shell

1.3 Scarborough

		2018	2017	2016	
July	Weight	105,089	194,982	229,742	Kilos
	Value	304,805	732,541	811,860	£
	Wharfage	11,940	23,168	26,910	£
August	Weight	241,385	253,528	206,119	Kilos
	Value	743,866	926,593	820,544	£
	Wharfage	28,115	30,266	26,651	£
September	Weight	179,781	145,610	161,264	Kilos
	Value	561,266	474,228	429,117	£
	Wharfage	19,684	15,475	16,875	£
Total to date	Weight	1,145,236	1,093,217	877,992	Kilos
1 April to	Value	2,978,049	3,622,037	3,034,185	£
30 September	Wharfage	112,916	117,841	103,444	£

- 1.4 July figures show grossing's to be 2% White, 98% Shell
 August figures show grossing's to be 5% White, 95% Shell
 September figures show grossing's to be 9% White, 91% Shell

- 1.5 Conflicting totals at ports are due to the impact of visiting vessels. Whitby weights show an overall reduction while the increased product value provides a similar outturn. Scarborough figures were inflated during 2017 by visiting prawn vessels thereby explaining the shown decrease in totals. Whitefish landings for Whitby in July and August reflects salmon and trout landings and prices. Visiting scallop vessel have again been utilising the ports.

2. DREDGING

2.1 Whitby Harbour:-

	July to September 2018		July to September 2017	
	Loads	Tonnes	Loads	Tonnes
<u>Upper Harbour, Whitby</u>				
Main Channel	3	1110	1	350
Dockend				
Party Pontoon (N End)			7	2,510
<u>Lower Harbour, Whitby</u>				
Main Channel	6	2200	6	2,040
Bar	12	4440		
Dredger buoys/channel	10	3750	1	350
Bull Noses	2	730		
Total	33	12230	15	5,250
Total To Date (April – Sept)	69 loads – 25,590 Tonnes		74 loads - 26,220 Tonnes	
Working Days	65		65	
<u>Dredging Days Lost Due:-</u>				
Bad Weather	8		6	
Repairs	6		22	
Total Days Lost	14		28	
TOTAL DAYS DREDGING	18 for 33 @ 1.83 loads (680 tonnes) per day		7 for 15 @ 2.14 loads (750 tonnes) per day	

2.2 Scarborough Harbour:-

	July to September 2018		July to September 2017	
	Loads	Tonnes	Loads	Tonnes
<u>Outer Harbour,</u>				
Lighthouse Pontoons	-	-	-	-
<u>Inner Harbour,</u>				
Entrance (Main Channel)			5	1,650
Outer Harbour			1	370
Total			6	2,010
Total To Date (April – Sept)	Loads – Tonnes		6 Loads – 2,010 Tonnes	
Working Days			4	
<u>Dredging Days Lost Due:-</u>				
Repairs			20	
Total Days Lost			20	
TOTAL DAYS DREDGING	days @ loads () tonnes per day		4 days @ 6 loads (502.5) tonnes per day	

2.3 Dredging operations have predominately concentrated on the lower harbour at Whitby. To date overall dredged tonnage is similar to the preceding year.

3. FINANCIAL UPDATE - 2nd quarter

3.1 Whitby

Kevin Wardell will provide an update at the next Executive meeting.

3.2 Scarborough

Kevin Wardell will provide an update at the next Executive meeting.

4. PORT MARINE SAFETY CODE (PMSC)

- 4.1 The Port Security Committee meeting took place in Whitby Harbour on 20 November. Attendees included Harbour staff, Police, MCA, and UK Border Force.
- 4.2 An internal audit of the harbours Safety Management Systems (SMS) was recently conducted by the Designated Person, followed by an external audit by Marine Consultants. This process ensures that Policies, Plans and Procedures undergo review and be developed, where necessary, to satisfy the recommendations of the Port Marine Safety Code. Upon completion of audits, any amendments are consulted upon with the PMSC Management Committee, and upon agreement are implemented and approved annually. Mr Jim Dillon, the Duty Holder approved the readopting of the amended SMS by signing the SMS Statement of Compliance on 17 October 2018.
- 4.3 Incidents have reduced - two marine related incidents (Appendix A)
One of which was a serious pollution incident, involving a commercial vessel spilling diesel into Scarborough inner harbour. Harbour staff dealt with the incident deploying tier 1 equipment and utilising harbour craft. External agencies including the MCA and MAIB are involved.

5. HARBOUR MAINTENANCE – PROJECTS

- 5.1 **Scarborough North Wharf Strengthening**
The project will be completed before Christmas 2018 with the exception of the bollard installation, of which we are awaiting delivery. The total project cost is expected to come in on budget utilising the contingency. Works include some additional items encountered during construction, including the replacement of defective timber fendering & concrete and repairs to columns.
- 5.2 **Consultation on a Strategic Business Plan for Scarborough Harbour**
The brief was approved by O&S in September and is now going to Cabinet in December. If approved, consultants will be procured in January
- 5.3 **Whitby Piers**
The Contractor has completed the first phase of work for 2018 and have now demobilised from site for the winter. Works completed include removal of a redundant gas main and the demolition and reconstruction of the parapet wall to the West Pier. The Contractor will continue to plan activities over the winter in preparation for the return to site in March 2019.
- 5.4 **East Pier Footbridge**
Offsite construction of the footbridge is now underway with onsite works due to take place in the first quarter of 2019. The works will include the installation of the new bridge along with removal and replacement of the handrails and timber deck on the extension.

6. FILEY COBLE LANDING

- 6.1 Coble Landing continues to be routinely inspected.
Beach access to the landing cleared of a build-up of sand/pebbles when necessary.
Seasonal attendant has been successful.

Borough Harbour Master

**Whitby Harbour Marine Incident Register
(30 June to 30 November 2018)**

Appendix A

PMSC ref (if appropriate)	Date of Incident	Incident & Location	Consequences	Action Taken (if appropriate)	Mitigation	Action Plan (if appropriate)
WH 78	20/09/18	Ruptured oil tank. Marina car park.	Minor pollution contained.	Tank replaced, area cleaned.	Watch keeping service. Tier 1 equipment on site.	Maintain harbour watch keeper training regime, CCTV provision and OPRC training.

**Scarborough Harbour Marine Incident Register
(30 June to 30 November 2018)**

PMSC ref (if appropriate)	Date of Incident	Incident & Location	Consequences	Action Taken (if appropriate)	Mitigation	Action Plan (if appropriate)
SH55	5.10.18	Commercial vessel Pollution. North wharf	Diesel pollution into inner harbour.	MAIB/MCA/Owners informed. Tier 1 equipment deployed. Harbour staff assisted.	Watch keeping service.	Maintain harbour watch keeper training regime, and Tier1 equipment.

**Filey Coble Landing Marine Incident Register
(30 June to 30 November 2018)**

No reported incidents.
