



THA Board Meeting

Time: 7:30pm

Date: Thursday 10th June 2021

Location: Online Zoom Meeting

Apologies

J Henderson, Jan Dunlop, J Hampson, A MacLean

Minutes

Mary Macgregor

Present

Brian Swinbanks, *Chairman/Director*

Rob Macdonald, Ron Bailey, A Fraser, John MacDonald,

S Littlewood, R Forrester, V Linnemann

Description	Action
<ul style="list-style-type: none">• Apologies• Minutes and matters arising from previous meeting, minutes approved BS seconded RF <p>Actions from last meeting:</p> <ol style="list-style-type: none">1. <i>AF: Remuneration/Executive meeting to be arranged to discuss staffing. Aquarium roles, Business admin and Marine staff.</i>2. Joe to report progress on Harbour Environment Impact Study progress3. Aros Plan: AF will send out an email with lists and ask Directors to put their name to relevant areas of focus and arrange a brainstorming meeting.4. <i>Aros: AF to see if there is funding that could be utilized to pay contractors to fix the fencing and the kerb stones.</i>	<ul style="list-style-type: none">• Joe to do something on the Harbour Study but unlikely until after busy season. SL looking into collaboration with SAMS.• Remuneration group to meet at end of this meeting

These jobs to be addressed regardless of funding available. This covered later in this meeting.

5. *Boats in Car Park: Marine team to put out a request on social media to remove the boats. BS and IE of Council spoke about the boat trailers.*

- Harbour Report

- Safety Review: Accidents, Incidents, near misses.
- 2 x near misses to report.
 1. Glen Tarsson went astern from pontoon and due to throttle problem the vessel hit a boat on local mooring. It caused a scare for other boats on moorings. The boat not to be let into the pontoon again until the problem is rectified. RB noted that Majestic Lines should give something in writing to confirm that the problem is fixed and proper maintenance and training given regarding the variable pitch propeller.
 2. Charter boat steps got knocked into the water by a visiting boat. Scottish Seafarms are going to help to retrieve. It is not currently a navigation hazard.
- Time management will hopefully be better when the main booking system will be dropped for smaller boats from Monday 21st June.
- Credit to all the Marine Team for effort in a very busy week.
- AF asked R Macd to report on the slow fuel delivery by Harbour Garage. R Macd to meet with Lewis.
- There has been a report of fuel in the harbour which seems to be seepage from a land tank (maybe heating oil). It is coming out near the bottom of Back Brae. Rob has spoken to SEPA and they are happy that THA is monitoring it.

BS had an informal meeting with I Elwis of Council and they will look to at least consolidate boats to make spaces.

R Macd and RB to compose a letter to send from R Macd to Majestic lines to be advised of their plan and risk analysis. This to be satisfactory before the boats come back to pontoon.

Marine team will work with SSF to retrieve the steps. Thanks go to D MacKie and team

R Macd to meet with LG Harbour Garage

Put something on Social media to ask people at that side of the Harbour to check their oil tanks. It could be from anywhere.

- Ron Bailey
- Audit meeting (virtual) in Nov 2020. Virtual Audit works well and can be combined with actual visits.
THA complies with PMSC and the MCA letter was sent at the end of the financial year.
- Business Management system needs to be reviewed and condensed to a simpler document. This will get done in the winter.
- The challenge as RB sees it is that there is a lot for the Marine staff to do and they are up against it time-wise all the time. Further staffing needed if possible.
- Oil spill plan still to be completed with a few small changes. Once the changes are made the document needs to go out to the consultees.
- Ron had seen the RNLI lockers at Tarbert and sent a photo to AF and R Mad.
Ron re-assured the Board that THA does comply with the PMSC.
Ron also reported that impressed with Michael who is part-time on Marine Team.
Ron also had some good feedback in general from marine visitors who are using the Harbour.
- Finance Report
Incomes are picking up well and the hard work of the Marine Team is resulting in good receipts.
The draft financial accounts to March 2021 are in my inbox today but I have not had a chance to drill down and make any changes yet. First draft shows a deficit of just under £22k. That is a reasonable result in a year when trading income was down by £150k. Losses of course mitigated by significant government and grant assistance.
Cashflow projections for 2021/22 should show an improvement when June figures are input.
Fuel berth not yet generating any income as we are waiting for the license. Unfortunately, the HMRC dept where the form was to be posted had no staff as they are all working from home and the correct department had not seen it

R Macd will be working on the oil spill on Tuesdays when he will work from home. Then further consultation will be attended to.

when I chased it up. It is now on the correct desk and we just have to wait.

Costs are being well controlled and most of the current spending is courtesy of the hard work Anne is putting in to grant applications. Digital Enablement, Shopfront and Adapt and Thrive.

- General Manager Report by AF
Anne explained what we are getting from the Digital Enablement Grant and new websites are imminent. Shopfront grant is allowing us to upgrade signage and other outdoor sprucing up.
AF asked for ideas for a name for the “Boat Park” Promenade, Esplanade? The Landing.

- Marine & Taigh Solais Report by R Macd
Problems with hot water system and the showers are running cold. It’s a balancing act between legionella safety and the showers being too hot or too cold

Anne has an application in to Zero Waste Scotland to get an assessment done of energy use and the way forward.

Update on D Ingram project

- A meeting was held with DI to look at where the matter sits at this time. It seems that the main worry from THA point of view is the public concerns following the consultations. A curfew time was discussed to prevent late night noise and light problems. Ron Bailley is concerned about the risk when boats are in and it might mean having Marine staff on the duty when visits are planned. The income estimate is low and we have a risk of losing good customers like Majestic Lines due to disturbance. The THA is still “information gathering” but we need to help DI to move the matter forward.
- SL asked how many vessels per annum and DI is hoping for 40. J MacD said he thought that the lice were most likely in the summer months so that is when activity would be.
- BS reported on the situation where THA had not been consulted on the project by the licencing and planning.

Board liked “The Landing”

R Macd is trying to get Russell Gibb here to service the heating. Meantime he is looking for a short term remedy.

THA to write to the Carmichaels to see what their plan is in light of the new information.

R MacD to write to NLB to get in writing the clarity on the situation

As Harbour Authority THA should be consulted and BS had written in strong terms to the head of CES, Council etc.

- We understand that Crown Estate Scotland have asked C Carmichael to remove his equipment and if he wants to continue trading he needs to re-apply for a fresh license. The THA can't make a decision until the lease areas are decided and clarified.
- On the DI project CES had advise that the THA should put a bond in place. This has already been discussed and agreed with DI.
- Pippa Milne and Marine Scotland have both replied to Brian's enquiry about the lack of consultation with THA as Harbour Authority. They have asked their staff to follow up.
- SL said that this could be a short-term project as the methods of treating lice are changing all the time. There should be a set review date.
- AF emphasised that there is community benefit as the marine environment is suffering with chemical use on fish farms,
- Harbour Study update. SL has spoken to SAMS Dynamic Coast Group and THA can work with them and hopefully get an environment strategy. SL spoke about a few resources at their disposal. Mull Aquarium could be looking at opportunities for environment projects in the winter months to get funding in partnership with SAMS.
- Project: Phase 6.2
Significant snaggings being worked through
Fuel system software still not working
License still not received.

Aros Waterfront

Aros needs a plan to get some remedial repairs done

- What are the major issues? What needs to be done.
- If the site can be made safe then it could be the base for the WIYC cadets and the kayak club

- Matters requiring Board Approval
- Any “conflict of interest” changes to report
None

- Any other business
- AGM date Wednesday 10th November 2021
- Peter MacDonald is coming from HIE next week to see Ph6.2 and Aros. He wants to do a micro hydro scheme options appraisal as part of net zero strategy, possibly at Aros. Also, possibly open conversation with Distillery as they have not progressed that.

- Remuneration meeting (staff and other directors excused). A confidential minute will be recorded of the meeting.

There being no other business the meeting closed at 21.15 and the Remuneration Group stayed on the meeting to discuss staffing and contracts.
