

Item: 13

Harbour Authority Sub-committee: 28 October 2025.

1. Recommendations

It is recommended:

1.1.

That the Committee approves the attached minute as a true record.

1.2.

That the Committee considers the recommendations at paragraph 1.

2. Appendix

Draft Minute of the Meeting of the Harbour Authority Sub-committee held on 28 October 2025.

Minute

Harbour Authority Sub-committee

Tuesday, 28 October 2025, 09:30.

Council Chamber, Council Offices, School Place, Kirkwall.



Present

Councillors Kristopher D Leask, Melissa-Louise Thomson, Graham A Bevan, P Lindsay Hall, Ivan A Taylor, Duncan A Tullock and Heather N Woodbridge.

Clerk

- Katy Russell-Duff, Committees Officer.

In Attendance

- Gareth Waterson, Director of Enterprise and Resources.
- Douglas Manson, Acting Harbour Master.
- Bradley Drummond, Deputy Harbour Master.
- Shonagh Merriman, Service Manager (Corporate Finance).
- David Sawkins, Deputy Harbour Master (Strategy and Support).
- Stuart Bevan, Solicitor.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor Kristopher D Leask.

1. Kirkwall Basin Pontoon Replacement

After consideration of a report by the Director of Enterprise and Resources, copies of which had been circulated, and after hearing a report from the Deputy Harbour Master, the Sub-committee:

Resolved to recommend to the Council that the Director of Enterprise and Resources should submit a Stage 2 Capital Project Appraisal in respect of the proposed replacement of pontoons at Kirkwall Basin to the Policy and Resources Committee.

2. Revenue Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

2.1. The revenue financial summary statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 April to 30 September 2025, attached as Annex 1 to the report by the Head of Finance, indicating a budget surplus position of £1,657,000.

2.2. The revenue financial service area statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 April to 30 September 2025, attached as Annex 2 to the report by the Head of Finance.

2.3. The explanations given and actions proposed in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 3 to the report by the Head of Finance.

3. Miscellaneous Piers and Harbours

Revenue Maintenance Programme – Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

3.1. The summary position of expenditure incurred as at 30 September 2025, against the approved Miscellaneous Piers and Harbours revenue maintenance programme for 2025/26, as detailed in section 1.4 of the report by the Head of Finance.

3.2. The detailed analysis of expenditure figures and programme updates in respect of the approved Miscellaneous Piers and Harbours revenue maintenance programme for 2025/26, attached as Appendix 1 to the report by the Head of Finance.

4. Miscellaneous Piers and Harbours and Scapa Flow Oil Port

Minor Capital Improvement Programmes – Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

4.1. The summary position of expenditure incurred as at 30 September 2025, against the approved Miscellaneous Piers and Harbours and Scapa Flow Oil Port minor capital improvement programmes for 2025/26, as detailed in section 1.4 of the report by the Head of Finance.

4.2. The detailed analysis of expenditure figures and programme updates in respect of the approved Miscellaneous Piers and Harbours and Scapa Flow Oil Port minor capital improvement programmes for 2025/26, attached as Appendix 1 to the report by the Head of Finance.

5. Conclusion of Meeting

At 10:13 the Chair declared the meeting concluded.

Signed: Kristopher D Leask.