

## **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, Mellissa-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.