

DRAFT Minutes of the meeting of the OCHDA Management Committee

February 11th 2021 15:00 – 16:30

This meeting was held by Zoom

Present: Ross Wilson (Chair), Tony Bennett, Duncan Martin, Robert Kincaid, Andy Spence, Keith Miller, Peter Tosh, David Vass, Alison Rennie, Phil Hamerton, Tony Hammock, Mike Thoms.

1. **Apologies** Paul Knight, John MacAlister

2. **Minutes of the previous meeting**

2.1. All actions have been completed, with the exception of the VAT query (see below)

2.2. The minutes were approved with one typo corrected (6.2 d).

3. **Matters arising**

3.1. PT reported that there is no resolution yet re the VAT registration query. **Action PT**

4. **Urgent business to be considered**

4.1. Report back on meeting of OLI Members

5. **Membership requests**

5.1. No further requests for membership had been made.

Reports from working groups

6. ***Harbour Order/ Legal Entity***

6.1. TB reported on events during and since the last OBMG meeting at which the project plan was tabled. Concern was expressed about the feasibility of the timescale. Further concerns were raised following the Management Group meeting, regarding some confusion about data requested and data provided.

6.2. Since the meeting there has been an exchange of letters and a meeting between RW & TB and A&BC representatives. The agreed actions are:

- Argyll & Bute Council will develop a draft memorandum of understanding to be forwarded to OCHDA by 19 February for consideration;
- OCHDA to develop the business case, in improved detail, as a matter of urgency;
- The emphasis of joint working will be towards agreeing a commercial lease, in the first instance;

- Updated management accounts for the North pier will be provided by Argyll & Bute Council.
- Requests for data from Argyll & Bute Council will be channelled through Ross Wilson or Tony Bennett. **Action: All**
- RW will circulate the meeting record once approved by all attendees. **Action: RW**

7. **Public awareness and fundraising**

- 7.1. Fundraising and public awareness strategy has been prepared for use in the future. PH would welcome comments on the strategy and the graphical representation for measuring level of donations. **Action: All**
- 7.2. Implementation of the proposed strategy will include external advisers but the start will be delayed until other matters are clearer.

8. **Board Development**

- 8.1. Robert Kincaid spoke to his report. This outlines how far the group has got with the board development and it is all set and ready to invoke when necessary.
- 8.2. Some discussion took place regarding the actual appointment process and further work is required on this.

9. **Business Planning**

- 9.1. As noted above it was agreed that preparation of the business case needed to be a priority and that TH and TB will lead this. **Action: TH & TB**
- 9.2. Other working group activities will be largely suspended pending the outcome of the development of the business case. All are requested to offer necessary assistance, paying particular attention to any gaps indicated by the square brackets in TH's draft. **Action: All**

10. **AOCB**

10.1. **Meeting with OLI Members**

- Ross reported on the meeting which he and Phil had attended with Councillors. Their presentation with speaker notes is attached. **Action: PH/RW**
- In general the meeting was well received and was encouraging: Members were glad to be informed and disappointed by apparent hold-ups in the process.
- There were problems with communications after the presentation and a questions and answer session was not therefore possible. A further meeting will be set up on the 1st or 2nd of March with the Councillors and have a more detailed question and answer session.

Dates of future meetings already agreed: 11th March, 8th April, both at 15:00.

Proposed additional meetings: Thursdays May 13, June 24 & July 22, all commencing at 15:00