

Minutes of the meeting of the OCHDA Management Committee

March 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, David Vass, Alison Rennie, Phil Hamerton, Tony Hammock, Mike Thoms.

1. **Apologies** John MacAlister, Peter Tosh, Paul Knight
2. **Minutes of the previous meeting**
 - 2.1. All actions have been completed with the exception of 3.1 – the VAT registration. As PT was absent PH will liaise with him and report back. **Action: PH**
 - 2.2. The minutes were approved.
3. **Matters arising**
 - 3.1. There were none.
4. **Urgent business to be considered**
 - 4.1. The outstanding bill from Burness Paull was raised for discussion
5. **Update on contact between those OCHDA and A&BC**
 - 5.1. TB reported broad support for OCHDA from the Harbour Management Group at the last meeting. However, at the recent Harbour Board, Councillors were concerned at slow progress in developing an agreement with A&BC.
 - 5.2. It was noted that the OCHDA outline Business Case had not been referred to in the Harbour Board report, despite being submitted in advance and that the Memorandum of Understanding, originally agreed in Dec 2019 and later promised for Feb 19th 2021, has still not appeared.
 - 5.3. OLI Councillors were reported as concerned at the income & expenditure figures they had been given by OCHDA for the N Pier and the potential risks associated with unnecessary delay in progressing the development of the new Harbour Authority.
 - 5.4. It was reported that the Chair of the Harbour Board will convene a meeting between the Council Officers, Council Members and OCHDA as soon as possible. As there seemed to be genuine confusion among some of the Officers and Councillors a briefing note was produced and circulated by PH.
 - 5.5. TB reported that Transport Scotland are unable to progress any HOs at present, owing to coronavirus restrictions and the requirement for public consultation. It is hoped that this will resume at the end of April.
 - 5.6. Phil will send out a short update e-mail to members OCHDA shortly. A full brief, in the form of a Newsletter, should be prepared for the end of March, assuming that the meeting has been held in the meantime. **Action: PH**

Reports from Working groups

6. *Business planning*

- 6.1. TL spoke to his report. Input from other members of Committee has been disappointing. Several items of detail were clarified and a number of apparent gaps in information provided to date were identified.
- 6.2. It was agreed that TH and TB will work together over the next week to address these areas. **Action TH & TB**

7. *Fundraising and Public awareness*

- 7.1. PH spoke to his report. The basic plan, including the use of Facebook, is ready. Some concern was expressed about alternative proposals to seek donations and regarding the overall target figure required in order to be secure. Further work is required and the plan will be held back until the after the meeting (above) and when it is appropriate to launch the appeal.

8. *Board development*

- 8.1. RK spoke to his report. The basic detail is ready and finished. It was agreed that we should join the British Ports Association and take advantage of the support and training packages that are available to members.

9. *Harbour Order and Legal Entity.*

- 9.1. Tony Bennett introduced the discussion. There are several options regarding legal entities which may be required, including establishing a secondary body to hold assets on behalf of the Trust Port.
- 9.2. As this specific item is not pressing and could be acted upon quickly the matter will be deferred to a later meeting for substantial discussion. A briefing paper outlining the alternatives will be required. **Action: TB & PH**

10. *Urgent Business*

- 10.1. It was agreed that we pay the bill from Burness Paull unless the Treasurer or Chair suggest otherwise. It was further agreed that we shall request monthly statements, in future, so that we can monitor our financial commitments accurately.

AOCB

There was none.

Dates for future meetings previously agreed: April 8, May 13, June 24, July 22, all commencing at 15:00 hours. PH will circulate the Zoom invitation with the agenda for future meetings **Action: PH**