

Minutes of the meeting of the OCHDA Management Committee

November 19th 2020 16.00 – 17:30

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** John MacAlister, Paul Knight

2. **Minutes of the previous meeting**

2.1. The minutes of the meeting of 30th October were accepted as a true record.

3. **Matters arising**

3.1. There were no matters arising from the previous minutes other than items already on the agenda.

4. **Urgent business to be considered**

4.1. No items were raised to be discussed under AOCB.

5. **Membership request**

5.1. The following requests for membership of OCHDA were agreed:

Angela Anderson
Paul McNeill
Mandy & John Peden
Norman Martin
Keith Laidlaw
John Ormiston
Allan Bowes
Allan Strang

Action: AR

Reports from working groups

6. ***Fundraising and public awareness group***

6.1. Phil spoke to his report (previously circulated). Considerable progress has been made: the website is up & running. The flyer is available but awaits a decisions on printing; costings have been obtained for printing and distribution. The OT story has been published but it is unclear wther there will be a 2nd episode in next week's paper. Further work is required on the issuing of letters to potential supporters, including

those suggested by Mike Thoms.

- 6.2. The group agreed not to progress with the flyer until such time as we have a clear purpose for it.
- 6.3. Publicity is being shared via other social media feeds and the group feels that a dedicated Facebook page is not necessary at this stage. However it was agreed to seek expertise in using Social Media from among members. Action: PH
- 6.4. Fundraising requirements from other groups can be developed from what we have already been advised, with the exception of the recently reported potential costs of recruiting the Board which is regarded as excessive. Work will be required to contact other Trust Ports to explore opportunities to share experience and expertise. The group recognised the need for HR expertise and that we should explore our membership for the requisite skills. **Action: PH**

7. *Harbour extension working group*

- 7.1. Robert introduced his report (previously circulated). The consultation is live and responses are coming in steadily. There has been little input from the commercial (inc fishing) sector.
- 7.2. The need for a banner to advertise our work was considered. There are limitations on what is permissible and it was felt to be inappropriate at this time.
- 7.3. Interview with Oban FM to be arranged by Andy Spence in collaboration with Ross Wilson. **Action: AS & RW**
- 7.4. Further contacts to be made with fishing & other marine commercial enterprises as well as land-based enterprises. **Action AS, PT & PH**
- 7.5. Reporting of consultation results was considered. This will require to be detailed and reported in December to the group. A summary report will be required for publication, including in the draft HO and demonstrates community engagement, though it was recognised that this consultation exercise is not a statutory requirement. **Action RK**

8. *Business Planning Group report*

- 8.1. The Business Planning group Tony Hammock introduced his proposed framework for Business Planning. This was welcomed by the group. Much of the material suggested may already be available from members.
- 8.2. Additional suggested headings, or deletions to be notified to him by 27th November. Information (data etc) relating to proposed content to be sent to him by 4th December. **Action: ALL**

9. *Harbour order and legal entity working group report*

- 9.1. Tony reported on recent contact with Burness Paull; a meeting is scheduled for tomorrow (Friday). **Action TB, RW & PH**

- 9.2. The most recent OBMG meeting was reported as still positive about progress. A&BC Local Area Committee will be updated at its next meeting and an update is expected at the Harbour Board meeting on 3rd December . Formal agreement on any proposed arrangements for lease etc will need formal approval at the Harbour Board in March 2021 before approval by the full Council.
- 9.3. Transport Scotland have now confirmed that the inception of the new SHA will be accomplished via a single HRO.

10. AOCB

- 10.1. No AOCB

11. Dates of further meetings

Reminder: Next Management Committee meeting is on December 17th (15:00).

January 2021: In order to accommodate an OBMG meeting scheduled for a.m. on 14th the January date was rearranged for **Wednesday 13th, from 16:00**