

DRAFT Minutes of the meeting of Oban Community Harbour Development Association Management Committee

September 11, 2020 13.30 – 15.30

This meeting was held by Zoom.

Present: John MacAlister, Peter Tosh, Alison Rennie, Tony Bennett, Duncan Martin, Andy Spence, Robert Kincaid, Ross Wilson, Phil Hamerton

Apologies Tony Hammock, David Vass, Keith Miller

1. Minutes of the previous meeting

1.1. The minutes of the February meeting were approved without amendment.

2. Matters Arising

2.1. There were none

3. Report from Tony Bennett on negotiations with Argyll & Bute Council

3.1. Tony B reported limited direct contact with Argyll & Bute Council and Burness-Paul but continuing progress. His report was noted and welcomed, together with an outline set of 'Heads of Terms' that were discussed by the Committee.

3.2. The Committee confirmed the objectives, in principle, to lease the North Pier and pontoons etc from Argyll & Bute Council, with the detail of the precise area covered to be confirmed, and to take responsibility for the staffing of the North Pier, including the future role of the overall harbourmaster.

3.3. It was suggested that whilst staff might be transferred (TUPE) to the Trust Port, there may also be the option for them to be seconded to the Trust Port for the duration of any lease.

3.4. The Committee noted that the proposed Heads of Terms were based on a lease with a longer-term option to include asset transfers from Argyll & Bute Council in the future.

4. Working Groups

4.1. Tony Bennett's proposals regarding initial working groups, as outlined in his paper were approved. Working groups are therefore established as laid out below with the initial lead highlighted in bold:

4.2. *Fundraising and public awareness*, including urgent application for grant support from Crown Estate Scotland (see below): **Phil**, Alison, Robert, Peter, Duncan, Keith and Andy. Note that early engagement with Highlands and Islands Enterprise will also be undertaken by this group, Andy leading. TB to explore possible contact with Gary

Haldane to assist with this.

- 4.3. *Extent of the new harbour*, including discussions with Crown Estate Scotland and public consultation: **Keith**, John, Duncan, David and Robert. Tony to confirm this with Keith.
- 4.4. *Business planning*: **Tony H**, Ross, Andy, Robert and Keith initially but with additional assistance from others anticipated as work progresses.
- 4.5. *Completion of the Harbour Order and negotiations with Council and Transport Scotland*: **Tony B**, Phil, Alison and John. Mike Brew will be used as an external resource. This group are likely to have the closest working relationship with Burness-Paul
- 4.6. For any of these working groups it was noted that additional input might be required from others outside the management committee.

5. Application to Crown Estates Scotland

- 5.1. Some discussion was held relating to the focus of the initial expression of interest. Concern was expressed regarding the timescales and the risk that the timescale for the project might not fit with the grant timescale. This will require careful consideration during the application process.
- 5.2. The Committee agreed that the Fundraising Group will circulate a revised draft of the Expression of Interest as soon as possible to allow for broad input into the process before submission.

6. Financial

- 6.1. The treasurer reported the current OCHDA balance. No invoices have been received, to date. The Committee noted that significant additional funds will be required in the coming months and fund-raising is, therefore, an urgent priority.
- 6.2. Additional donations may be sought from other Harbour Users. The fund-raising group were asked to review the current position, in terms of those asked, those who have given and the content of letters requesting donations.

7. AGM

- 7.1. Phil's report on this was accepted. The outstanding election will need to be virtual. There are a number of vacancies on the committee. All members of OCHDA will be written to inviting them to put themselves forward for the committee. The whole committee will then need to be elected a-new. Members of the Committee agreed to indicate their willingness to stand again so that we can re-assure potential new members that there will be a body of experienced members seeking re-election.

8. Next meeting

Phil agreed to arrange, by Doodle, for the initial virtual meeting of the new Committee to be held in the week beginning Mon 12th October.