



THA Board Meeting

Time: 7:30pm

Date: Wednesday 13th January 2021

Location: Online Zoom Meeting

Apologies

Rory Forrester

Anne Fraser (joined later) Jan Dunlop (joined later)

Minutes

Mary Macgregor

Present

Brian Swinbanks, *Chairman/Director*

Helen MacDonald, Rob Macdonald, Allan MacLean, Vic Linneman, Steve Littlewood, Rob Macdonald, James Henderson, Jan Dunlop, Anne Fraser

Description	Action
<ul style="list-style-type: none">• Apologies• Minutes and matters arising from 9th Dec 2020 meeting, minutes approved BS, seconded A MacL• Matters arising <p>R Macd updated the Board on progress and forecasts for North West Marine works</p> <p>BS and MHM to have Zoom meeting w/c 18th Jan 2021 with A Maclean and C Maclachlaimn re Argyll Properties Development</p> <p>Chair still to send letter of compliance to MCA by March</p>	<p>Zoom meeting Argyll Properties</p> <p>Chair to send compliance letter</p>

- **Harbour Report**

- Safety Review: Accidents, Incidents, near misses

There are no near misses or incidents to report this month

- Audit and PMSC report

Aiming to get the oil spill plan and crime policy finished by the end of January and to work through the other matters from the audit, over the next few months.

- Finance Report - Mary Macgregor

Continuing to refine the cashflows with Anne and Robs input.

Mary ran over the cashflow figures

THA will have spent £106k more than it took in in the financial year (and that includes getting significant Covid 19 aid)

Extraordinary spending in this financial year:

Phase 6.2 £62k THA contribution

Solum £5k THA contribution

NWMarine bill £35k

General Manager and Finance Director do a monthly finance check of bank and cashflows. AF is also keeping a close eye on the project spending and payroll forecasts.

- General Manager Report – Anne Fraser

Anne was unable to join the start of the meeting and any items that she wanted to advise the Board to be sent out by email next week. It was highlighted that both General Manager and Marine Manager are back to home schooling with lockdown restrictions and they may need flexibility of work hours to allow for that.

AF to send any report items by email

- Marine and Taigh Solais Report – Rob Macdonald

Marine

Harbour is currently only open to commercial vessels, and as a port of refuge. This will continue until government legislation changes.

Covid-19 and the future. As it stands, we are still working towards a season.

Our Challenge as the marine team is to try and prepare for one of our busiest seasons, whilst at the same time preparing for no season... many challenges – such as staffing, rotas etc.

We need to prepare to be busy. If lockdown and the ever-tightening restrictions and the vaccines do their job things will begin to open up again by the end of March.

Our aim as last year is to keep both visitors and locals safe, balancing that with the needs and wants of the community. Our first (small) cruise ship is due on the 9th of May. As things stand, we need to be prepared to accept these vessels. The cruise industry needs our support. We are expecting (if the vessels are allowed to run, and they do in fact run), that they will have very limited numbers, and strict regimes on board. It is sounding like most passengers will be tested when they go aboard the vessel.

Again, as last year, rules and guidance will be changing continuously – so we will be monitoring that. Trying to keep 2 separate teams where possible, so that we don't all end up self-isolating at the same time.

There are going to be many challenges, I don't think things will return to normal this year but I think we should look forward to this season as being one of our best.

The Marine Team are working through the list of items we need to complete before the start of the season. We will be meeting next week to make important decisions on this year.

Douglas Ingram

No update yet

I hope to meet with them w/c 18th Jan (via zoom)

Brian asked that Rob and the sub-group work to clarify with Creon Carmichael what the status of his lease is as this is key to the way forward for the viability of project progressing.

Sub-group to meet

Taigh Solais

Since the Christmas break, we have had issues with the central heating, fire alarm system, and CCTV system in the building. We have managed to sort all these, albeit temporarily.

Taigh Solais subgroup to meet w/c 18th Jan to give them a full rundown and formulate a plan and budget requirements.

Sub-group to meet

- Project: Solum – Anne Fraser

BS reported that David Jennings solicitor have today advised that there are further issues re CES leases and they don't think they will complete the transaction until the end of the month (Jan).

BS and AF continue to push for completion

- Project: Phase 6.2 Brian Swinbanks/Anne Fraser

Brian had sent out a comprehensive update to the Board earlier in the week.

AF asked if manufacturing timescales might be affected and BS said he thought the politicians were trying hard to keep construction going. Hopefully, that should not result in delays however with both Covid 19 and Brexit as factors there is nothing certain.

- Matters requiring Board Approval NONE
- Any "conflict of interest" changes to report NONE

- Any other business

AF reported that another TV company have been in touch. It is less invasive than the other one and we may look to be involved. Board agreed that this was a decision for staff.

Aquarium soft opening for June, full open in July if possible but it will depend on Covid 19 rules for indoor events.

Mary asked that sub-groups meet and Rob will facilitate his marine sub groups.

MHM to re-send the sub-group lists with the draft minutes.

There being no other business the meeting closed at 20.20