

**Minutes
Scarborough Harbour Users Group
5 March 2026
Seaview Conference Room, Town Hall**

Present:

Chris Bourne: Head of Harbours, North Yorkshire Council (NYC)
 Kirsty Patullo: Leadership Support Officer, North Yorkshire Council (NYC) (Minute Taker)
 Alan Feast: Designated Person for the Ports of Whitby and Scarborough
 Gary Pearson: Harbour Master of Whitby and Scarborough
 Helen Jackson: Council Officer (Projects & Grants), North Yorkshire Council (NYC)
 Janet Jefferson: County Councillor, Castle Division, Scarborough
 Councillor Thomas Murray: Chair, Scarborough Town Council
 Shaun Wood: Fishing Industry Representative
 Wave Crooks: Operations Director, Seagrown
 Keith Eade: Scarborough Boat Angling Club Representative
 Tom Hill: Vice Commodore, Scarborough Yacht Club

Apologies:

Callum McKeon
 Councillor Mark Crane

		Action
1.	<p>Welcome, Introductions & Apologies:</p> <p>Chris opened the meeting, and introductions were shared for the purposes of the minutes</p> <p>Apologies: Callum McKeon, Cllr. Mark Crane.</p> <p>Several other parties had been invited but were not in attendance on this occasion.</p>	
2.	<p>Matters Arising from Previous Minutes</p> <p>There was initial confusion regarding the most recent minutes. Chris Bourne had minutes from December 2024, while Cllr Jefferson presented minutes from 18 March 2025.</p> <p>The minutes from 18 March 2025 were adopted for review. These minutes, prepared by Dawn, were not on the current council system.</p> <p>It was confirmed that the "davits" issue mentioned in the March 2025 minutes had been resolved. The staff dress code issue had also been addressed, with staff now wearing appropriate attire.</p> <p>The meeting scheduled for 17 June 2025 was confirmed to have been cancelled due to a venue change by others, hence no minutes exist for that date.</p>	

3.	<p>Introduction of Designated Person (DP) Chris Bourne introduced Alan Feast as the new Designated Person for the Ports of Whitby and Scarborough, highlighting the importance of this role for port health and safety.</p> <p>The role of a DP was shared by Alan. This is to provide independent assurance directly to the duty holder (Karl Battersby) that the Marine Safety Management System (MSMS) is effective and compliant with the Port & Marine Facilities Safety Code. The DP must have thorough knowledge of the code, good practise guides, and marine legislation and to support regular audits, port visits, ensuring MSMS sufficiency and currency, direct communication with the duty holder, and monitoring legislative changes.</p> <p>Alan advised members that he has experience of 12 years at sea as a navigating officer, superintendent/manager at a container terminal, lock master, Deputy Harbour Master for Peel Ports (Liverpool, Heysham, Manchester Ship Canal), Harbour Master for Tasmania (5 major, 4 minor ports), Deputy and then Harbour Master for the Port of Tyne. Also teaches DTS courses and human elements/leadership management. Extensive experience working with DPs from the "other side" of audits.</p>	
4.	<p>Harbour Strategy Consultation</p> <p>Chris Bourne provided an update on the draft Harbour Strategy consultation, and summarised the various sections of the strategy.</p> <p>The consultation commenced in January and closes on 22 March 2026. The strategy has been widely publicised and shared with local councils, members, the MP, and harbour users .</p>	
5.	<p>Coastal Growth Fund Application (s) Fishing and Coastal Growth Fund - GOV.UK</p> <p>Chris Bourne highlighted the newly launched £360 million Coastal Growth Fund (DEFRA), opening in April.</p> <p>Funding Priorities: Labour/workforce development, health/safety, community partnerships, trade/market access, and infrastructure investment.</p> <p>Chris Bourne expressed interest in submitting a bid for Scarborough Harbour, potentially for West Pier extension investigations/design or a boat hoist. Helen Jackson cautioned that detailed eligibility criteria and the application process are yet to be released, which will be crucial. Shaun Wood noted that previous similar funds closed very quickly.</p>	
6.	<p>West Pier Regeneration Project Update</p> <p>Helen Jackson reported that project plans are currently under review due to initial estimates being substantially over budget. Align Property Services' first-stage report is due this week, followed by a team meeting on Monday to assess affordability and set funding targets.</p> <p>Building 1 Closure: The building has been closed on structural engineers' advice, deemed unsafe for public access. Tenants have been relocated, and the public toilets are closed.</p>	

	<p>Temporary Toilets: Plans are underway to provide temporary porta cabin toilets behind the crab stalls, aiming for Easter. This will result in the temporary loss of some car parking spaces.</p> <p>Future of Building 1: A decision is pending on whether to undertake minimum structural repairs (a few months) or a full refurbishment (over a year), potentially bringing forward this part of the regeneration scheme.</p> <p>Listed building consent issues are being managed with conservation officers, who are supportive of necessary works.</p>	
8.	<p>Harbour Operations (Including New fuel supply)</p> <p>Fuel Supply: Chris Bourne confirmed that after Certus vacated their lease and removed their condemned tank, NYC invested £55,000 in a new 30,000-litre marine gas oil tank.</p> <p>The tank was filled after Christmas. A trial with selected users is underway this week to test the electronic system, transaction recording, and VAT application. The aim is to open the fuel supply to all users within a week or two.</p> <p>NYC fuel will be cheaper than tanker supply due to the council's purchasing power and framework agreements.</p> <p>Petrol Supply: Keith Eade enquired about petrol supply. Chris Bourne stated there are no current plans due to space constraints, focus on marine gas oil, and historical lack of petrol facilities. He agreed to look into it but made no commitments.</p> <p>Dredging Commitment: Gary Pearson reiterated the commitment to two dredging campaigns per year for Scarborough. Chris Bourne confirmed that Scarborough and Whitby dredging will be prioritised over any commercial contracts elsewhere.</p> <p>The meeting discussed minimum water depths of 2.7m which Chris Bourne confirmed could not be achieved at LAT, but was achievable at everything above MLWS (90% of tides). The Council is at the limit of its current dredging licence and also the maximum excavation depth without undermining the toe of the piles.</p>	
9.	<p>Fishing Industry</p> <p>Shaun Wood provided an overview:</p> <p>Crab and lobster fishing remains active.</p> <p>White fish fishing is unlikely to return to Scarborough due to quota systems, lack of infrastructure, and limited market (only one merchant).</p> <p>The shellfish market has faced challenges from COVID-19 and recent die-offs.</p> <p>He suggested inviting a current shellfish processor to future meetings to ensure broader representation of the fishing industry.</p>	

10	<p>Port Marine Facilities Safety Code</p> <p>Gary Pearson reported on various compliance areas:</p> <p>PMSC status is Green and we have no non-conformances. The Duty Holder will shortly declare our compliance with the PMSC to DfT.</p> <p>OPRC (Oil Pollution Preparedness, Response and Co-operation): Plan updated April 2025 (valid 5 years). A Tier 2 exercise in Whitby led to an MCA recommendation to incorporate Scarborough into the Tier 2 system, aiming for summer.</p> <p>ISPS (International Ship and Port Facility Security Code): The current status is Green.</p> <p>Port Waste Management Plan: This was passed in April 2024 and valid 3 years.</p> <p>Local Data Navigation: Assessed November 2025, scoring 97.41% (Category 3). All these areas are currently rated "Green".</p> <p>Pontoon Slips: Councillor Thomas Murray raised concerns about slippery pontoons near the lighthouse. The council had sprayed them with moss killer, and a request was made for this to become a regular maintenance item.</p>	
11	<p>Harbour Maintenance & Projects</p> <p>West Pier Strengthening Works are ongoing and expected to continue for another few months. The height of the anodes is being reviewed by the Principal Designer for potential lowering to prevent rope entanglement.</p> <p>Lighthouse Pier Bridge Due to frequent electrical failures, a new cabinet and electrical components have been ordered to improve reliability.</p> <p>Bull Nose and Lighthouse Project Tender documents for procurement are prepared, and procurement is expected to commence within the next month. This will lead to site investigations and pile testing to develop a replacement solution.</p> <p>Vincent Pier Crane Difficulty in securing a supplier for a new crane quote was noted. A crane supplier had let down the council. Outsourcing to a specialist marine consultant and widening the search for crane companies is being considered.</p> <p>Substations Janet Jefferson raised the need for two substations. One is planned for the Eastborough car park. The second is planned for the West Pier, 1.5 metres above ground level and enclosed within a building. Concerns raised on social media about flooding were dismissed by Chris Bourne, citing the height above ground, secure flood proof building enclosure, and independent approval by Northern Power Grid (NPG). Alternative sites were considered, but the current approved location is preferred due to the extensive time and effort already invested in securing NPG sign-off.</p>	

12	<p>Any Other Business</p> <p>Shaun Wood thanked Alan Feast for his support and emphasised the need for improved public relations to support harbour staff. He called for positive collaboration within the group to progress initiatives.</p> <p>Chris Bourne thanked all attendees for coming and offered further contact for any post-meeting queries.</p>	
13	<p>Date of Next Meeting</p> <p>15 July 2026 to be held in Ground Floor Committee Room, Town Hall, Scarborough.</p>	KP