

TRANSPORT ADVISORY COMMITTEE

DRAFT OPEN MINUTES

**Minutes of the meeting held at 1.30pm on 8th September 2016
In the Liberation Room, Secretariat, Stanley**

***“These minutes are draft minutes until confirmed by
Resolution at the next meeting of this Committee”***

Present:	Hon Gavin Short (GS)	MLA
	Hon Phyl Rendell (PR)	MLA
	Mr Colin Summers (CS)	Director of Public Works
	Miss Louise Pole-Evans (LPE)	Island Representative
	Mr Matt Bassford (MB)	Director of Central Services
	Mr Morgan Goss (MG)	FIGAS Representative
	Mr Marvin Clarke (MC)	Stanley Representative
	Mr Gus Reid (GR)	East Representative
	Mr Adam Cockwell (AC)	Work Boat Services
	Mr Martin Slater (MS)	Managing Director, FIDC
	Mr Keith Knight (KK)	West Representative
Minutes:	Valorie McLeod	PWD
	Trudi Clarke	PWD
	Rhiannon Didlick-Smith	ESD
PART I		
		ACTION
1.	Apologies:- nil	
2.	Declarations of Interest	
	8 - MLA P Rendell and Miss L Pole-Evans 10 - Mr M Slater	
3.	Confirmation of minutes of the open meeting held on 9th June 2016	
	The minutes were confirmed with no amendments.	
4.	Matters arising from the minutes of the open meeting held on 9th June 2016	
4.1	<u>Page 2 - Jetties</u> LPE enquired on the progress of work to the Pebble jetty. CS said that arrangements are in hand for an underwater survey of this jetty to be undertaken in about 3 weeks' time by a contractor.	CS
4.2	<u>Page 4 – North Camp Track</u> MLA Short stated that sections of this road were in a poor condition and asked when work was scheduled to repair these sections. CS stated that unfortunately other roads were of a higher priority for repair and that he had no immediate schedule of repair for the North Camp Track.	
4.3	<u>Page 4 – North Arm / New Haven Road</u> AC stated that he had been approached by a member of the public who was concerned on the condition and safety of the Tranquilidad cattle grid along the New Haven Road. CS confirmed that this concern had been raised to him on a number of occasions. CS stated that other road works had taken priority over this repair but hazard signs had been ordered to warn road users of identified hazard areas, including this cattle grid.	CS

4.4	<p><u>Page 4 – MOD Heavy Loads Haulage</u> MLA Rendell enquired when the MOD was due to start hauling heavy loads again. CS replied that the MOD work was due to start on 15/16 September 2016. Committee members discussed the road impact of heavy versus light haulage loads. CS stated that empty lorries can sometimes cause more road damage. CS was of the opinion that heavier loads and fewer trips would present less road damage than lighter loads and a greater number of trips.</p>	
4.5	<p><u>Page 5 – Roads Engineer Update</u> LPE asked if there was an update on the vacant position Assistant Roads Engineer. CS replied that this position was still vacant and the recruitment position was still ongoing.</p> <p>CS stated that PWD were on target with their current road programme. He informed the committee that PWD were confident that they had recruited and retained enough staff to enable the creation of 4 Road Gangs this summer rather than the 2 of previous years. CS envisaged these extra workers would enable completion of considerably more road work than previous summers, but advised that work completed maybe restrained by available resources. CS stated that he hoped to retain the agency workers until May 2017. CS further stated that work had already begun on the MPA road.</p>	CS
5.	<p>New Terms of Reference TAC</p>	
	<p>MLA Short asked the committee for comments on the proposed Terms of Reference for TAC.</p> <p><u>3.1 Meetings and Attendance of the Committee</u> MS advised that his correct title is 'Managing Director, FIDC' and that this title is listed in the Terms of Reference incorrectly as 'General Manager of FIDC'.</p> <p><u>7.4 Other Responsibilities of the Committee</u> MLA Rendell expressed concern over the wording of this section. Committee members agreed that most people on any committee in a small community may have some interest in items for discussion. It was further agreed that committee members were usually selected due to their interest and expertise in the relevant committee's aim. The group identified that if a committee member was in a position where they would incur financial or principal gain as a result of decision making then they should refrain from taking part in that particular decision process. For this part of the meeting they would then be classed as an 'attendee' rather than a 'member'.</p>	GS
6.	<p>Proposed Capital Funding for Roads Exco Paper</p>	
	<p>CS introduced the ExCo Paper on proposed funding for the camp road construction programme. This paper had been submitted to committee members for consideration prior to this meeting. CS stated that as he had received no feedback he assumed the committee was in favour of the proposed ExCo Paper. The committee agreed.</p> <p>GR stated that he had received information that the Johnsons Harbour road was in desperate need of grading. CS replied that he was aware of the problems on that section of road. CS advised that the road needed emergency repair work and capping rather than grading and that this was something he would look into.</p>	CS

7.	Quarry Choice for Capping Port Stephens Road	
	<p>KK introduced a discussion on alternative quarry sites to reduce haulage distances and damage to roads. KK explained that the Port Stephens road towards Stoney Bridge settlement was last capped using material from the Manada Park at Spring Point which provided material of an excellent quality, but the long haulage distance lead to high costs and additional damage to the roads along that route. KK identified that there are quarries closer to the Port Stephens road but Road Engineers in the past declined to use material from these alternative quarries as the material they produced was of a lesser standard than that of Manada Park. KK proposed that using material of a lesser quality from a closer location may be more cost effective than using a better quality material which demanded long haulage distance and lead to additional damage. KK identified that reducing haulage distance would enable projects to be completed sooner and the time saved could be used to repair more roads in that local area.</p> <p>Committee members agreed that shorter haulage distances would be more cost effective, providing the materials used were of suitable quality. CS stated that there was still time to send away rock samples to test for suitability on road use prior to road works commencing this summer.</p> <p>MLA Rendell brought forward the idea of stockpiling material for prospective use rather than the supply and demand system used at present. CS stated the materials would still have to be hauled and positioned, therefore stockpiling would not lessen the overall cost of haulage or damage to the roads. However, CS stated that he would look into this idea further.</p>	CS
8.	Interim Policy on Distribution of Funds for Camp Jetty/ Ramp Improvements	
	<p>MLA Short introduced MLA Poole's Interim Policy on distribution of funds for camp jetty and ramp improvements. The aims of this policy are to secure more robust facilities, to provide and improve a more efficient service for land owners and WSL and aid in improving the environment. CS stated that the 2016/17 Capital Budget had allocated £250,000 towards the ongoing improvement of camp jetties. CS explained that he was acting on behalf of MLA Poole when taking forward comments and proposals from the committee.</p> <p>CS stated that 50% match funding would be available to applicants.</p> <p>CS confirmed that the funding was publically accessible. CS stated that there was an ongoing survey of all jetties and ramps in the Islands to identify works needed and that he expected this survey to complete in 6-12 months.</p> <p>CS stated that he wanted to include an appeals process in the policy. The committee identified that appeals should go to ExCo via the TAC.</p> <p>The committee identified that bullet point 4 of the policy terms should refer to '<i>contracted</i> labour' rather than 'labour'.</p> <p>The committee identified that bullet point 7 of the policy terms should read '<i>destinations routinely visited</i>' rather than '<i>destinations visited</i>'.</p> <p>The committee questioned what measures were in place to ensure the design submitted was the end product. CS stated that the development would be inspected and if it was not as planned then funding would not be released.</p> <p>LPE questioned why this project and some other Camp based projects provided 50% match funding whereas match funding was not requested for</p>	

	Stanley based projects. MC explained that the % of allocated funding was decided on beneficiaries of use. MC gave the example that the number of people using a road in Stanley would probably be far greater than the number of people using a road to a small camp settlement.	
9	FIGAS Report July 2015 – June 2016	
	<p>MG introduced a pictorial report from FIGAS for July 2015 to June 2016. MG explained that the charts depicted only yearly comparisons or the period October-March as flights were greatly reduced in the winter months and did not contribute significantly to overall numbers.</p> <p>MG stated that in the last year LATAM connections provided 38 flights, 192 passengers and 5.05 passengers per flying hour. MG stated 93% of flights departed within 25 mins and that tourists account for 30% of summer traffic. MG stated that during a recent satisfaction survey 87% of all customers expressed service satisfaction and that the main negative comment on this survey was cost.</p> <p>MG informed the committee that an Invitation to Tender for an Avionics Upgrade has been sent to 70 competent companies with the Tender closing on 9 Sep 2016. It is hoped that the preferred candidate can be selected by the end of September.</p> <p>MLA Rendell asked what length runways would give FIGAS use of full loads. MG advised that a survey of each current airstrip is needed along with a review and testing. MG advised that good, well prepared runways measuring 800m would allow full loads. MG further stated that the ideal solution would be 400m circular airstrips as they would allow take-off and departure from any direction in line with wind direction. However MG further stated that finding suitable areas for 400m circular airstrips in camp would be a challenge.</p> <p>AC asked whether the new Foxbay fuel station will hold fuel for FIGAS. MG advised that FIGAS had no requirement to fuel at Foxbay.</p> <p>MG informed the committee that FIGAS had purchased new fire appliances for the camp airstrips, each weighing approximately 2.5 tonnes as this weight was within the towing ability of most vehicles. MG advised the committee that these fire appliances had roll-down protective covers, but still required adequate sheds to offer long term protection from the weather.</p> <p>MG stated that the FIGAS were recruiting for a new maintenance manager. MG further stated that FIGAS had a full complement of pilots and engineers.</p>	MG
10	Lift-on Lift-off capacity for the Ferry	
	<p>MB introduced a report on future options regarding the lift-on lift-off capacity of the Concordia Bay.</p> <p>MB stated that the Concordia Bay is used to transport cargo to and from the outer islands, including cargoes of livestock destined for slaughter at the Sand Bay abattoir.</p> <p>MB advised that not all ports allow for cargo to be driven on board and instead require the use of the Concordia Bay's crane. However, the current crane is not capable of lifting full crates of livestock, farm equipment or other items thus limiting the total number of items transported in one journey. This has negative implications for cost, workload and the availability of the vessel for other tasks.</p>	

	<p>MB stated that in order to make the ferry service more efficient a crane with a lifting ability of about 15 tonnes was needed or smaller crates were to be ordered to enable improved use of space during ferry transportation.</p> <p>Committee members discussed implications of both options with regards current working practice and the consequential road transportation of the crates. CS stated that 15 tonnes was a good limit for road transportation and advised that fewer trips of a greater load would cause less damage to the roads than more trips with lighter loads. All committee members agreed that a crane with greater lifting capability was the better option.</p>	MB
11	Date of next meeting	
	13:30hrs on Wednesday 7 th December 2016 at the PWD Conference Room	
12	Exclusion of Public and Press	
	The meeting closed to the public.	