

**NORTHERN LIGHTHOUSE BOARD
NAVIGATION COMMITTEE**

MINUTES – 14 December 2017

PRESENT:	Alastair Beveridge	Chairman
	Mike Brew	Commissioner (by video conference)
	Alistair Mackenzie	Commissioner
	Mike Bullock	Chief Executive
	Peter Douglas	Navigation Manager
	Paul Hudson	Programme and Renewals Manager
	Jim McBrier	RQAC Manager
	Karen Charleson	Senior Executive Assistant (notes)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Graham Crerar and Phil Day.

2. MINUTES OF PREVIOUS MEETING

The Minutes of the Navigation Committee meeting held on 21 September 2017 were agreed as a correct record and could be published on the website subject to the following change:

“Oban Bay

The Navigation Manager has met with the CFL Harbour Manager to discuss potential traffic routing improvements. *The Navigation Committee considered the various options and concluded that:....”*

Action: Senior Executive Assistant

3. MATTERS ARISING

The Committee noted that the majority of Matters Arising would be addressed within the relevant subject areas. The Navigation Committee discussed the following items:

GLA Marine Navigation Plan (GMNP)

The Committee noted that the GMNP had now been finalised and will be available on the NLB website and in hardcopy in the near future.

Corran Narrows

It was noted that the request to adjust the light by 1° counter-clockwise for a lead bearing of 032° was still outstanding and would be carried out early in 2018.

Action: Director of Operations

Fixed and Flashing Lights

The Committee noted that the trial of a Fixed and Flashing Light which combines a low intensity constant light and a high intensity flashing light at one of the new installations is still to be progressed.

Action: Director of Operations

Sound of Harris

It was noted that the results of the bathymetric survey of the area is still awaited. This will determine the final position of the lit beacon which will replace the Portain Buoy. The repainting of the beacons at Dugh Sgeir and Janes Tower and also the re-establishment of Grocis Sgeir unlit Beacon is still pending.

Action: Director of Operations

4. OPERATIONAL REQUIREMENTS

The Committee noted the report and discussion took place on the following items:

Irvine Harbour Company

The Committee noted that direction had now been received from the DfT to replace the starboard hand beacon at Irvine and to undertake such surveys and risk assessments as necessary. A tender for the bathymetric survey has been issued and a risk assessment undertaken. The Committee agreed to remove this item from the Agenda, as it will now become part normal operations, unless there are any significant changes required as a result of the survey.

Duncansby Head

The Committee noted the replacement 'bomb' LED light sourced for this station is capable of delivering 21 miles re-using the existing fourth order lens and therefore it was proposed to re-establish this light as a 21 mile light as opposed to the charted 22 mile light. The Committee approved this change.

Action: Navigation Manager

Cape Wrath

The Committee noted the replacement 'bomb' LED light identified as an option for this station is capable of delivering 21 miles using a fourth order lens. This light is charted as a 22 mile light so the proposal was to reduce its charted range to 21 miles. The Committee approved this change.

Action: Navigation Manager

Point of Ayre

NLB was requested, by a local resident, to investigate a reduction in the arc of visibility of the light showing overland to the SW from Point of Ayre light. The light was blanked off temporarily over the width of half an astragal (c. 5.6°) and the light observed from seaward from NLV POLE STAR. It was noted that the light was still visible until obscured by land, and that the main beam was visible on a bearing of 072° which correlates with Rue Point. Noting the limited traffic in this specific area, it was proposed to modify the light to make this obscuration permanent. The light sectors are not defined in the Admiralty List of Lights. The Committee noted and approved the intended modification to the light.

Action: Navigation Manager

Navigation Section

The Navigation Manager reported that due to a retirement and long-term sick leave there are staffing issues within the Navigation section. The Committee noted that steps are being undertaken to address the issues however NLB is currently unable to staff most external commitments, including the offshore oil inspection voyage and aquaculture inspections. The Navigation Committee discussed the issue and agreed that the Executive should address it promptly out-of-committee. The Chief Executive will ensure the Managing Board and DfT are made aware of the situation and updated as appropriate.

Action: NLB Executive/Chief Executive

PMSC Audits

The Committee noted the summary of audits undertaken since the last meeting. It was noted that there were no significant non-conformances identified during the audits.

Annual Report

Further to discussion with the other GLAs, it is proposed that the Annual Reports each GLA prepares detailing the results of inspections of LLA and Offshore Aids to Navigation are brought into line with other reporting programmes and run from April to March, rather than January to December. This would have advantages for programming vessel activity over the winter months. It is intended that the 2018 report will cover a 15 month period to allow this adjustment. It is also proposed to alter the Aquaculture inspection reporting period in a similar manner. The Committee noted and agreed this proposal.

Action: Navigation Manager

GNSS update

The Committee noted that GLONASS-M satellite 752 was launched on 22 September and is now operational. It was also noted that the next four Galileo satellites (FM15-18) are due to launch on 12 December.

Marine Licence and Sanction Requests

The Committee noted the summary of Marine Licence Activity and Sanctions for the establishment/disestablishment of AtoN.

The Committee discussed potential issues with the marking of offshore structures in particular floating wind turbines. It was agreed that there is a need to keep a watching brief on how they develop and therefore to include it on the Agenda for future meetings.

Action: Senior Executive Assistant

5. ENGINEERING

The Committee noted the report provided by the Programme and Renewals Manager and discussion took place on the following items:

Capital Projects

Projects at Stoer Head, Tarbat Ness and Tiumpan Head are complete with the new Sealite LED Optic in operation. The switching on of the new optic at Tarbat Ness was recently featured on a BBC Alba news article and feedback is positive.

Works are currently ongoing at St Abbs, Rona, Neist Point, Ardnamurchan, Rubh Reidh and Copinsay with Noss Head due to begin shortly. In addition to upgrade projects the refurbishment programme has continued as planned. Initial work has begun for projects planned for 2019/20.

It was noted that the new Programme and Project Management methodology and documentation has been rolled out, including training for project leaders and project sponsors

It was also noted that in the New Year the four project teams will become the new Programmes and Renewals team, under the management of the Programmes and Renewals Manager who will report directly to the Director of Operations.

Nickel Metal Hydride batteries

Work continues to develop a permanent solution with the final drawing currently being rechecked and approved. In the next quarter, Asset Management will be developing work packages for works to be carried out at affected sites.

Action: Programme and Renewals Engineer

Availability

Since the last meeting there have been 11 outages recorded with two over 72hrs (Brother Isle and Muckle Flugga).

The Committee noted the 3 year rolling availability figures to 4 December 2017.

Monitoring

Following DfT's refusal to approve the Single Tender Action a Monitoring Replacement Project has been started with a view to go out to open tender. NLB are now at the conceptual stage of defining User requirements. At this early stage it is envisaged that expenditure will start in Financial Year 2019/20.

Action: Director of Operations

2015 AtoN Review

The Committee noted the Summary of Proposed Changes and Stations Update document for the AtoN Review.

It was noted that the plan to replace the light with a more conspicuous (longer range) light at Dunvegan was now not scheduled. It was agreed that this matter will be passed to the Asset Manager to review.

Action: Director of Operations

Electrical Safety Management

A new electrical safety management system is being developed with a milestone of rolling out approved electrical safety rules and processes by the end of March 2018. It was noted that NLB is already seeing the benefits of having Principal Engineers with single responsibility across the estate with a number of issues being identified by the Principal Mechanical Engineer.

6. NOTICES TO MARINERS

The Notices to Mariners published since the last meeting were noted.

7. TECHNICAL DISCUSSION

Following discussion at the Managing Board meeting on 29 November it was agreed that the relevant Committees should also have sight of the prototype Dashboard and provide comment. The RQAC Manager presented the prototype Dashboard to the Navigation Committee as iteration 1.

It is intended that going forward NLB will establish an automated viewer which will be delivered as part of the SharePoint roll-out. This initiative also links with the establishment of reviewed/refreshed KPIs set at the departmental level associated with the new structure. The benefit of this approach will be the provision of "drill down" functionality which will enable access to further information underpinning the dashboard position.

The Navigation Committee discussed at length what KPIs they would like to see presented on the Dashboard. The RQAC Manager will now take away comments received and will work up a revised version of the Dashboard for presentation to the Managing Board in January 2018.

Action: RQAC Manager

The Navigation Committee commended the Executive Group on a very good piece of work which will undoubtedly evolve with experience and usage.

8. ANY OTHER BUSINESS

Feedback from Scottish Users Meeting – 2 November 2017

The Committee noted that there had been an improvement in attendance on last year. The Committee discussed what could be done to try and attract a wider representation. It was agreed to make this an Agenda Item for the next meeting to allow time for further consideration.

Action: Senior Executive Assistant

The RQAC Manager suggested that it might be worthwhile conducting a customer survey. The Committee agreed that this would be a good idea and asked that the Executive put together a questionnaire and email to the Chairman of the Navigation Committee for comment prior to circulation. The Committee requested that the survey be carried out prior to the next meeting in March 2018.

Action: NLB Executive

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Navigation Committee will take place on 22 March 2018.