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SOUTH HAMS SALCOMBE HARBOUR BOARD - MONDAY, 28TH MAY, 2012

Agenda, Reports and Minutes for the meeting

Agenda No Item

1. **Agenda Letter** (Pages 1 - 2)

2. **Reports**

Reports to Harbour Board:

a) Item 9 - Future Berthing Options for Kingsbridge (Pages 3 - 20)

b) Item 10 - Performance Management (Pages 21 - 34)

c) Item 11 - Matters for Future Consideration (Pages 35 - 38)

3. **Minutes** (Pages 39 - 42)

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Agenda Item 1

To: Chairman & Members of the Salcombe Harbour Board
(Cllrs R J Carter, M J Hicks, KRH Wingate and S A E Wright)
Co-opted Members – Mr J Barrett, Mr C C Harling,
Mr H Marriage, Mr M Mackley, Mr A Thomson and Mr P Waring)

Our Ref: CS/KT

cc: Remainder of Council for information
Usual press and officer circulation

18 May, 2012

Dear Member

A meeting of the **Salcombe Harbour Board** will be held in the **Main Hall, Cliff House, Salcombe** on **Monday, 28 May, 2012**, at **2.30 pm** when your attendance is requested.

Yours sincerely

Kathryn Trant
Member Services Manager

<p>FOR ANY QUERIES ON THIS AGENDA, PLEASE CONTACT KATHRYN TRANT THE SENIOR MEMBER SUPPORT OFFICER ON DIRECT LINE 01803 861185</p>
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A G E N D A

1. **Apologies for Absence;**
2. **Welcome to new Co-opted Members;**
3. **Minutes** - to approve as a correct record and authorise the Chairman to sign the minutes of the meeting of the Board held on 26 March, 2012 (pages 1 to 5);
4. **Urgent Business** - brought forward at the discretion of the Chairman;
5. **Division of Agenda** - to consider whether the discussion of any item of business is likely to lead to the disclosure of exempt information;
6. **Declarations of Interest** – Members are invited to declare any personal or prejudicial interests, including the nature and extent of such interests, they may have in any items to be considered at this meeting;
7. **Public Question Time** – a period of up to 15 minutes is available to deal with questions from the public;

8. **Feedback from Harbour Community Forums** – to receive verbal reports from Board Members who attend the Harbour Community Forums on behalf of the Board, and to appoint new Members required as a result of changes at annual Council;
9. **Future Berthing Options for Kingsbridge** – to consider a report which proposes a range of options for improvements to the berthing arrangements within the Kingsbridge Basin (pages 6 to 18);
10. **Performance Management** – to consider a report which reports the Harbour’s performance against agreed Performance Indicators (pages 19 to 30);
11. **Matters for Future Consideration** – to consider a report which identifies matters for future consideration (pages 31 to 33).

* * * * *

N.B. Legal and financial officers will not, as a general rule, be present throughout all meetings, but will be on standby if required. Members are requested to advise the Member Support Service in advance of the meeting if they require any information of a legal or financial nature.

* * * * *

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

THIS AGENDA HAS BEEN PRINTED ON ENVIRONMENTALLY FRIENDLY PAPER

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NOT FOR PUBLICATION

Appendix 1 to this report contains exempt information as defined in Paragraph 3 of Schedule 12A to the Local Government Act 1972 – information relating to the financial or business affairs of any particular person (including the authority holding that information)

AGENDA
ITEM

9

SOUTH HAMS DISTRICT COUNCIL

AGENDA
ITEM

9

NAME OF COMMITTEE	Salcombe Harbour Board
DATE	28 May 2012
REPORT TITLE	Kingsbridge – Future Berthing Options
REPORT OF	Salcombe Harbour Master
WARDS AFFECTED	All South Hams

Summary of report:

To propose a range of options for improvements to the berthing arrangements within the Kingsbridge Basin.

Financial implications:

The financial implications are at Appendix 1.

RECOMMENDATIONS:

That the Harbour Board **RESOLVES** to commence a period of Public Consultation based on the outline options described in paragraph 2 to the timeline described in paragraph 3.

Officer contact:

Ian Gibson – 01548 843791 (Internal 7104)

1. BACKGROUND

- 1.1 There are currently 130 berthing facilities at Kingsbridge, 49 on the Pontoon and 81 on wall moorings.

- 1.2 Over the period 2006 – 2011 the berthing arrangements have been incrementally improved with recycled pontoons from Salcombe. The visitors' pontoon was installed in 2008 and the residents' pontoon was extended in 2009 and again in 2010.
- 1.3 There is a considerable waiting list for a berth on the pontoon at Kingsbridge, the pontoon being more popular than the wall moorings because of the ease of access and the improved security.
- 1.4 Consultation for the Strategic Business Plan 2006-2011 and for the current plan 2012-2017 highlighted a need for improvements to the berthing arrangements at Kingsbridge, with improved access being the key theme. Key Strategic Action 3.7 states "Seek to provide improvements to berthing arrangements at Kingsbridge".

2. Kingsbridge Berthing Options

2.1 Option 1 – Retain Current Berthing Arrangements – Appendix 2.

2.1.1 The current berthing arrangements provide 130 berths for vessels of up to 5.5m. There are 49 on the pontoon and 81 wall moorings.

2.1.2 Advantages:

- No requirement for Capital Expenditure
- No change, status quo maintained

2.1.3 Disadvantages:

- Continued difficult access down vertical ladders to wall moorings.
- Continued use of stern chains with associated maintenance implications.
- Ladders causing damage to quay wall.
- Requirement to move boats to gain access to quay wall for maintenance.
- No improvement to waiting list for pontoon facilities.
- No improvement to security for boats on quay wall which are extremely susceptible to vandalism and crime.

2.2 Option 2 – 124 Pontoon Berths – Appendix 3.

2.2.1 Advantages:

- Provides 124 Pontoon berths with improved access via two bridges.
- Removes requirement for wall moorings.
- Removes requirement for ladders to be secured into quay wall.
- Reduces maintenance requirements, no requirement for mooring chains.
- Existing pontoon can be modified for piling.
- Ease of access for future maintenance dredging.
- Option to replace existing pontoon and visitors' pontoon at a later date.
- Option to provide drying berth for visiting yachts with keels.
- Walk on berths reduces need for tender storage ashore.

2.2.2 Disadvantages:

- More expensive than Options 1 & 3.
- Six fewer berths than currently available.
- Inefficient use of new Pontoons, access to one side only.
- More length of pontoon than Option 3 and potentially less attractive to Natural England, loss of intertidal foreshore.
- Pontoon uncomfortably close to quay wall:
 - No access to wall for maintenance.
 - Potential for vandals etc to jump from quay to pontoon.
- No access to current ferry landing, requirement to install new ferry landing.
- There are currently 7 mooring licences on the wall at Kingsbridge. These licences would have to be relinquished and although the licence holders could be accommodated on the new facilities, the cost to those individuals would be significantly more.

2.3 Option 3 – 148 Pontoon Berths – Appendix 4.

2.3.1 Advantages:

- Provides 148 Pontoon berths with improved access via bridge.
- Opportunity to remove a number of swinging moorings between High House Point and Tacket Wood.
- Less expensive than Option 2.
- Efficient use of pontoons, utilising both sides of new pontoon.
- Improved security.
- Less length of pontoon than Option 2 and therefore potentially less of an issue for Natural England, loss of foreshore.
- Removes requirement for wall moorings.
- Removes requirement for ladders to be secured into quay wall.

- Retains access to ferry landing.
- Reduces maintenance requirements, no requirement for mooring chains.
- Existing pontoon can be modified for piling.
- Ease of access for future maintenance dredging.
- Option to replace existing pontoon and visitors' pontoon at a later date.
- Option to provide drying berth for visiting yachts with keels.
- Walk on berths reduces need for tender storage ashore.

2.3.2 Disadvantages:

- More expensive than Option 1.
- Access to current ferry landing for larger vessels would be constrained. Requirement to install new ferry landing.
- There are currently 7 mooring licences on the wall at Kingsbridge. These licences would have to be relinquished and although the licence holders could be accommodated on the new facilities, the cost to those individuals would be significantly more.

2.4 **Preferred Option** – The preferred option is Option 3 which:

- Is the most economically viable option
- Provides the greatest number of easily accessible pontoon berths
- Provides the most security against crime and vandalism
- Provides the greatest reduction in maintenance, both for the pontoon system and by enabling the removal of swinging moorings
- Negates the requirement for wall ladders to access moorings
- Provides a dedicated ferry landing with disabled access and improved depth of water.

3. **Way Ahead**

3.1 To deliver Key Strategic Action 3.7 of the Strategic Business Plan - To provide improvements to berthing arrangements at Kingsbridge - the following steps need to be achieved satisfactorily:

3.1.1 Public Consultation on the Options for improving the berthing arrangements at Kingsbridge.

3.1.2 To gain the support of Natural England and other statutory consultees for the project.

3.1.3 Finalisation of a concept and agreement on the technical specification by the Harbour Board.

- 3.1.4 Application for a Marine Management Organisation Licence.
- 3.1.5 Competitive Tender Process.
- 3.1.6 Identification of and allocation of funds.
- 3.1.7 Planning Permission for the bridge landings.
- 3.1.8 Construction.
- 3.1.9 Mooring allocation.
- 3.2 At this stage the Harbour Boards approval is requested to progress to actions 3.1.1 and 3.1.2.
- 3.3 It is suggested that the Board establish a working Group to work with the Harbour Master to progress this project.
- 3.4 It is proposed to hold a Public Meeting at Quay House Kingsbridge on Wednesday 27 June at 19:00.
- 3.5 A further report will brought to the Board on 24 September 2012.

4. CONSULTATION

- 4.1 This report will be the consultation document.
- 4.2 To guide the consultation the following questions are posed:
 - Q1.** Of the three options presented which would be your preference?
 - Option 1 - Status Quo
 - Option 2 - 124 Pontoon Berths
 - Option 3 - 148 Pontoon Berths
 - Q2.** Do you have any alternative proposal or enhancements which can be considered for improving the berthing options at Kingsbridge?
- 4.3 Members of the public should forward their comment to Salcombe.harbour@southhams.gov.uk by 13 July 2012.

5. LEGAL IMPLICATIONS

5.1 Statutory Powers: Local Government Act 1972, Section 151. The Pier and Harbour Order (Salcombe) Confirmation Act 1954 (Sections 22-36).

6. FINANCIAL IMPLICATIONS

6.1 The financial implications are detailed at Appendix 1 (Exempt).

7. RISK MANAGEMENT

7.1 The risk management implications are:

Risk	Mitigation
Failure to acquire MMO Licence.	Start application early, prepare Environmental Impact assessment and do not let contract until licence in place. Open dialogue with the Environment Agency and Natural England at start of project.
Injury to member of the public, caused by attempt to access boat via vertical ladder.	Project aim is to remove the requirement for any access to be required by vertical ladder.
Sea wall collapses.	Infrastructure moved away from sea wall enabling access for routine maintenance.
Increased pontoon represents a loss if intertidal foreshore.	Offer a compensating reduction by the removal of a number of swinging moorings from the adjacent area of the Estuary.
Achieving value for money.	A competitive tender process would be conducted.
Overstretching harbour finances at a time of potentially difficult financial times.	Project to be funded from a mixture of borrowing and reserve expenditure. The project could be phased to enable costs to be spread over a number of years.

8. OTHER CONSIDERATIONS

Corporate priorities engaged:	Community Life Economy
Statutory powers:	Local Government Act 1972, Section 151. The Pier and Harbour Order (Salcombe) Confirmation Act 1954 (Sections 22-36).
Considerations of equality and human rights:	None

Biodiversity considerations:	The loss of foreshore to be balanced by the reduction in the number of moorings elsewhere in the harbour. The establishment of additional pontoons would create an alternative habitat which would promote biodiversity.
Sustainability considerations:	By reducing the maintenance load the facility would become more sustainable.
Crime and disorder implications:	Improvement in security would be a counter to marine crime. Particularly opportunist crime.
Background papers:	Strategic Business Plan 2012-2017
Appendices attached:	<ol style="list-style-type: none"> 1. Planning Budget for Kingsbridge Project (Exempt). 2. Option 1. 3. Option 2. 4. Option 3.

Ian Gibson
Harbour Master

Salcombe Harbour Board
28 May 2012

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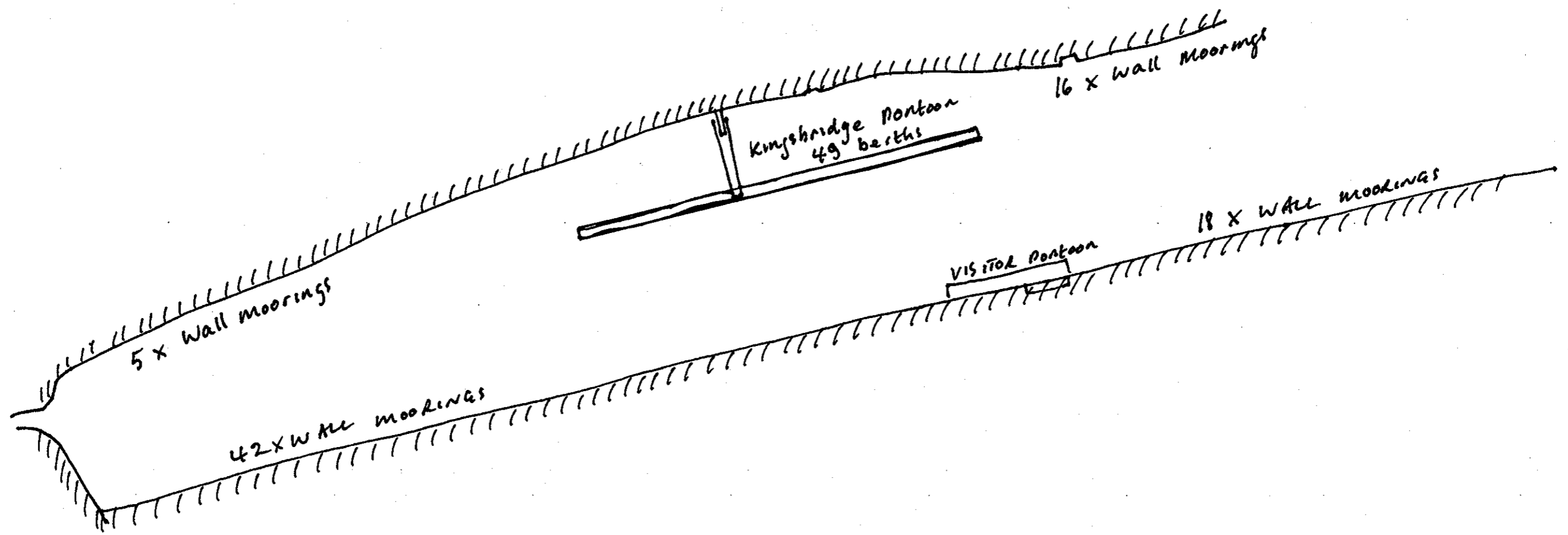
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Kingsbridge
Current berthing facilities
(2012) OPTION 1

- 81 x WALL MOORINGS
- 49 x Pontoon berths
- 130 MOORING FACILITIES

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KINGS BRIDGE

OPTION 2

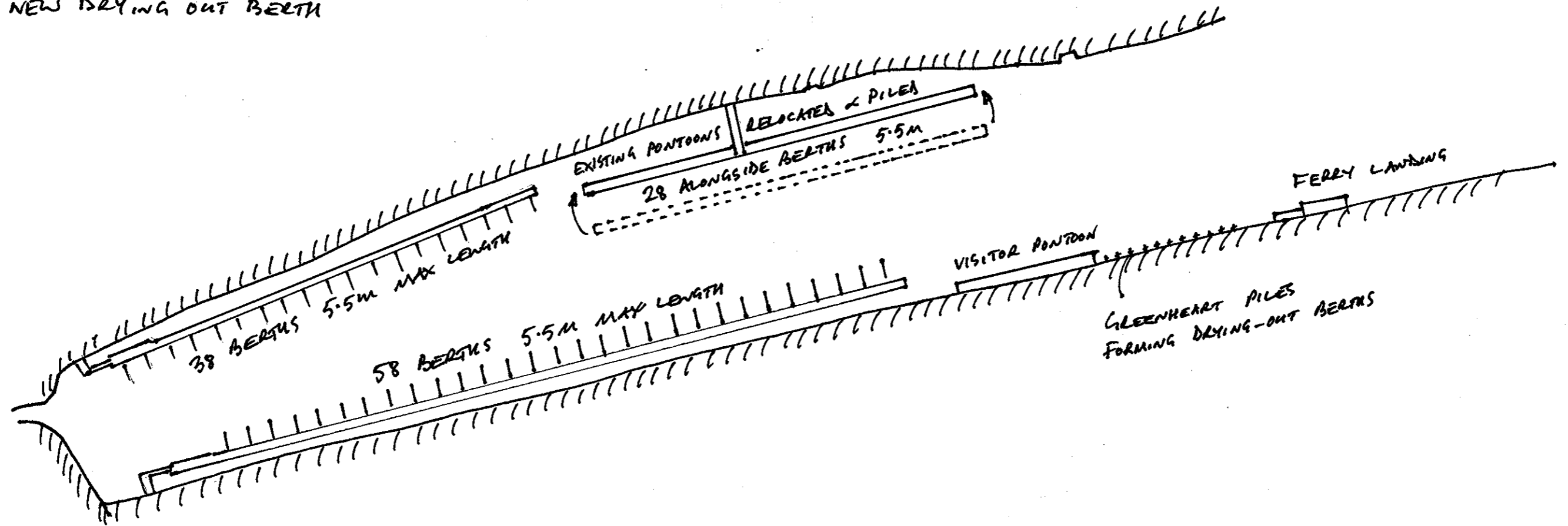
124 PONTOON BERTHS

EXISTING PONTOON RELOCATED & PILED

2 X NEW PONTOONS WITH BRIDGE ACCESS AND FINGER PONTOONS

NEW FERRY LANDING PONTOON

NEW DRYING OUT BERTH



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KINGS BRIDGE

OPTION 3

148 PONTON BERTHS

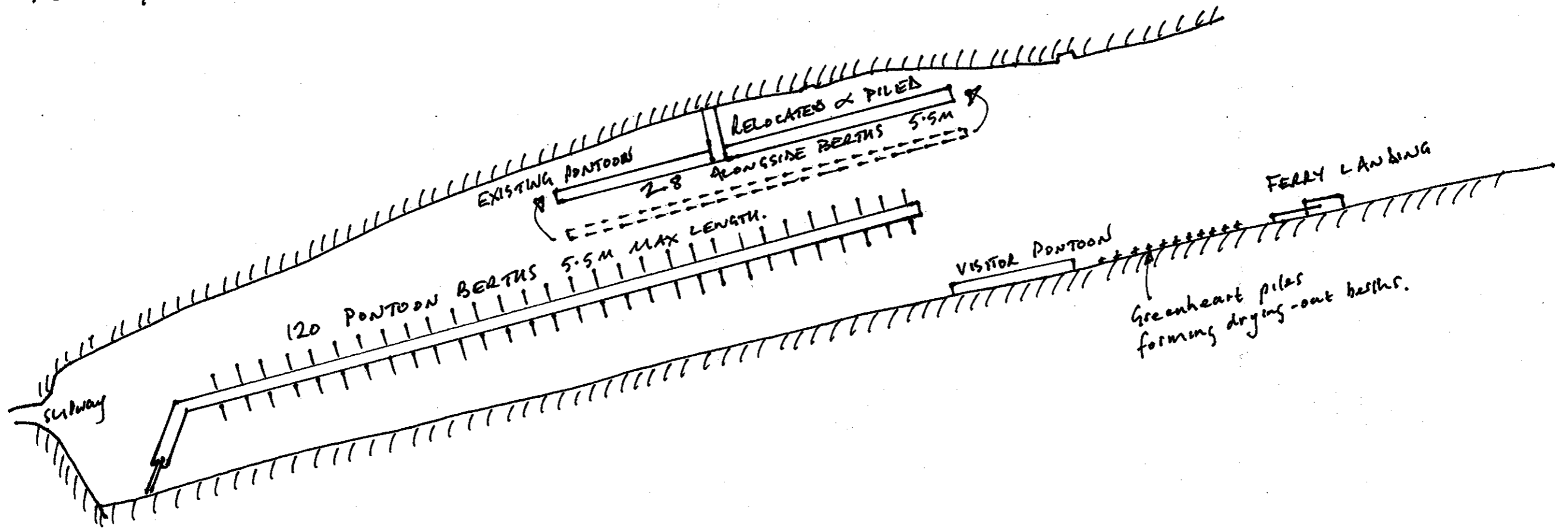
EXISTING PONTON RELOCATED & PILED

NEW PONTON WITH BRIDGE ACCESS AND FINGER PONTONS

NEW FERRY LANDING PONTON

NEW DRYING OUT BERTH

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AGENDA ITEM 10

SOUTH HAMS DISTRICT COUNCIL

AGENDA ITEM 10

NAME OF COMMITTEE	Salcombe Harbour Board
DATE	28 May 2012
REPORT TITLE	PERFORMANCE MANAGEMENT
REPORT OF	Salcombe Harbour Master
WARDS AFFECTED	All South Hams

Summary of Report

To report the Harbour's performance against agreed Performance Indicators (PIs).

RECOMMENDATION

That the Harbour Board RESOLVES to Note Harbour Performance against agreed Performance Indicators.

1. BACKGROUND

1.1 The Harbour Board endorsed the introduction of a set of PIs and to have them reported as a standing agenda item (SH 26/06).

2. ISSUES FOR CONSIDERATION

2.1 This report of Harbour Performance Indicators covers the period from 1 January to 30 April 2012. The detailed report against the agreed performance Indicators with comments for the period is at Appendix A. Detailed comments below are limited to where targets have not been met or have exceeded by a considerable margin:

2.1.1 SH 22(L) H&S Incidents and Accidents (Staff). There was only one minor incident involving a member of staff who fell into the sea from the Batson Pontoons during maintenance to change a damaged float.

2.1.2 SH30(L) Marine Crime. Marine crimes on the Estuary were down by 27% from 2010/11. However, there have been a number of thefts of marine equipment from barns over the winter which is not part of reportable marine crime figures.

2.1.3 SH32A(L) Staff Days lost to Sickness Absence. A total of 246 days have been lost this financial year to sickness absence. This represents a 300% increase over 2011/12. Analysis of these atrocious figures is not difficult, two members of staff account for all of the absences except for 51 days and of these 51 days 45 days were taken by one ex member of staff. Three members of staff 240 days absence, only one of whom still works for the Authority, 9 remaining members of staff 6 days absence.

2.1.4 SH 35(L) Visiting Yacht Numbers. Visiting yacht numbers down by 13% for financial year 2011/12. Between April and September, which are the main months for visiting yachts every month except August was down slightly on numbers and September was down significantly (40%) on the previous year.

2.1.5 SH37(L) Yacht Taxi. This has been an excellent year for the yacht taxi service with 24,820 passengers carried. This represents an increase of 7% over 2010/11 figures.

3. LEGAL IMPLICATIONS

3.1 Statutory Powers: Local Government Act 1972, Section 151. The Pier and Harbour Order (Salcombe) Confirmation Act 1954 (Sections 22-36).

3.2 There are no other legal implications to this report.

4. FINANCIAL IMPLICATIONS

4.1 There are no direct financial implications as a result of this report. This report highlights performance issues which may have financial implications at a later date. Should this be the case a separate report will be brought forward for the Harbour Board's consideration.

5. Risk Assessment

5.1 The risk management implications are:

Risk/Opportunity	Issues / Obstacles	Mitigation
The setting and monitoring of realistic Performance Targets will enable the Harbour Board to ensure that statutory obligations are met and that there is real improvement in the service offered to users of Salcombe harbour.	The Harbour Authority is not delivering a satisfactory service to harbour users. Trends and issues can be identified early and policies and strategies developed to address issues.	The Harbour Board, through its contact with harbour Community Forums and by setting and monitoring performance standards will be in a position to amend the Strategic Business Plan ensuring it remains relevant and that Harbour funds are invested wisely.

Corporate priorities engaged:

Consideration of equality and human rights:

Biodiversity considerations:

Sustainability considerations:

Crime and disorder implications:

Background Papers:

Appendices attached:

Community Life

Economy

Environment

There are no equality or human rights issues with this report

Harbour Board performance and policies have a bearing on biodiversity.

The Harbour performance needs to be considered regularly to ensure current policies are sustainable.

The Report considers reported marine crime within the Estuary.

1. Salcombe Harbour Performance Management Grid.

Ian Gibson
Harbour Master

Salcombe Harbour Board
28 May 2012

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SALCOMBE HARBOUR BOARD – PERFORMANCE MANAGEMENT REPORT 2011/12

Lead Officer – Ian Gibson

REF	ACTIVITY	YEAR	ANNUAL TARGET 2009/10	TARGET FOR QTR	APR/ JUNE	JUL/ SEPT	OCT/ DEC	JAN/ MAR	CURRENT STATUS	COMMENTS
			----- ACTUAL FOR 2008/9							
SH1 (L)	A visual check of all harbour owned and maintained facilities, landings, pontoons, mooring berths, navigational marks and beacons.	2011/12	Monthly	3 inspections	3	3	3	3	☺	
		2010/11	Monthly	3 inspections	3	3	3	3		
SH2 (L)	Defects rectification of major harbour infrastructure and facilities.	2011/12	Investigated within 24 hours, repaired within 7 days	All Defects not repaired within 7 days	0	0	0	0	☺	
		2010/11	As for 2011/12	As for 2011/12	0	0	0	0		

REF	ACTIVITY	YEAR	ANNUAL TARGET 2009/10 ACTUAL FOR 2008/09	TARGET FOR QTR	APR/ JUNE	JUL/ SEPT	OCT/ DEC	JAN/ MAR	CURRENT STATUS	COMMENTS for last reporting period
SH3 (L)	Launch serviceability	2011/12	Apr to Sep 8 available Sep to Mar 4 available	3 Available	7	8	4	3	☺	
		2010/11	As for 2011/12	3 Available	7	8	3	3		
SH4 (L)	Major Plant un-serviceability (Crane, Barge, Fork lift truck & Van)	2011/12	Available except for planned maintenance, defects rectified within 5 working days.	0	0	1	0	0	☺	
		2010/11	As for 2011/12	0	0	1	0	0		
SH5 (L)	Slipways and steps Inspected and cleaned	2011/12	Inspected weekly, cleaned Monthly	3	3	3	3	3	☺	
		2010/11	As for 2011/12	3	3	3	3	3		

REF	ACTIVITY	YEAR	ANNUAL TARGET 2009/10 ACTUAL FOR 2008/09	TARGET FOR QTR	APR/ JUNE	JUL/ SEPT	OCT/ DEC	JAN/ MAR	CURRENT STATUS	COMMENTS for last reporting period
SH6 (L)	Failure of navigation lights and marks will be rectified or Local Notice to Mariners issued	2011/12	Within 24 hours	0	0	0	0	0	☺	
		2010/11	Within 24 hours	0	0	0	0	0		
SH7 (L)	Patrol of estuary and harbour to ensure no hazards to navigation exist	2011/12	Daily	90	91	92	89	90	☺	
		2010/11	Daily	90	91	92	89	90		
SH8 (L)	Inspection and preventative maintenance of Deep water and Foreshore Moorings	2011/12	100% Annually	100%			100%		☺	
		2010/11	100% Annually	100%			100%			

REF	ACTIVITY	YEAR	ANNUAL TARGET 2009/10 ACTUAL FOR 2008/09	TARGET FOR QTR	APR/ JUNE	JUL/ SEPT	OCT/ DEC	JAN/ MAR	CURRENT STATUS	COMMENTS for last reporting period
SH20 (L)	Compliance with Port Marine safety Code	2011/12	100% Annual audit	Compliance	Compliance	Compliance	Annual Inspection	Compliance	☺	
		2010/11	100% Annual audit	Compliance	Interim Inspection	Compliance	Annual Inspection	Compliance		
SH21 (L)	Compliance with Merchant Shipping Act 1995 Section 198(1) Trinity House inspection of local aids to navigation.	2011/12	100% Annual Audit	Compliance	Annual Inspection	Compliance	Compliance	Compliance	☺	Annual Inspection completed successfully on 29 June 2011
		2010/11	100% Annual Audit	Compliance	Annual Inspection	Compliance	Compliance	Compliance		
SH22 (L)	H&S Incidents and accidents (Staff)	2011/12	10% reduction year on year	≤1	1	1	3	1	☹	1 x MOS fell into water from pontoon during maintenance.
		2010/11	10% reduction year on year		0	1	1	0		

REF	ACTIVITY	YEAR	ANNUAL TARGET 2009/10 ACTUAL FOR 2008/09	TARGET FOR QTR	APR/ JUNE	JUL/ SEPT	OCT/ DEC	JAN/ MAR	CURRENT STATUS	COMMENTS for last reporting period
SH22 A (L)	H&S Incidents and accidents (Public)	2011/12	10% reduction year on year	≤1	2	2	1	0	☺	
		2010/11	10% reduction year on year		5	9	1	0		
SH23 (L)	Speeding Offences detected	2011/12	5% annual reduction	≥1	7	60	2	1	☺	
		2010/11	5% reduction		11	48	0	0		
SH24 (L)	Minor Collisions	2011/12	5% annual reduction	≥1	0	39	2	1	☺	Yacht broke down and drifted into moored yacht.
		2010/11	5% annual reduction		6	8	1	0		
SH30 (L)	Crime figures	2011/12	10% annual reduction	≤4	5	12	7	3	☺	Marine crimes on Estuary down by 27% from 2010/11. However a number of thefts of marine equipment from barns which are not part of reportable crime figures.
		2010/11	10% annual reduction		6	18	7	5		

REF	ACTIVITY	YEAR	ANNUAL TARGET 2009/10 ACTUAL FOR 2008/09	TARGET FOR QTR	APR/ JUNE	JUL/ SEPT	OCT/ DEC	JAN/ MAR	CURRENT STATUS	COMMENTS for last reporting period
SH31 (L)	Night Security Patrols	2011/12	100% of contracted patrols	100%	100%	100%	100%	100%	☺	
		2010/11	100% of contracted patrols		100%	100%	100%	100%		
SH32 (L)	Permanent Staff Turnover	2011/12	< 10% annually	0	0	2	0	0	☺	
		2010/11	< 10% annually		1	2	0	0		
SH32A (L)	Staff days Lost to Sickness Absence	2011/12	< 10% annually	≤21	62	39	98	47	☹	A total of 246 days lost which is a 300% increase over 2011/12. Two members of staff off for almost the entire reporting period.
		2010/11	< 10% annually		11	7	18	24		
SH33 (L)	Customer Complaints	2011/12	10% annual reduction	≤1	2	2	0	0	☺	
		2010/11	10% annual reduction		8	4	0	0		

REF	ACTIVITY	YEAR	ANNUAL TARGET 2009/10 ACTUAL FOR 2008/09	TARGET FOR QTR	APR/ JUNE	JUL/ SEPT	OCT/ DEC	JAN/ MAR	CURRENT STATUS	COMMENTS for last reporting period
SH34 (L)	Income from visiting yachts	2011/12	5% increase	785	58,550	103,304	5,336	1,992	☺	Income up slightly over the year, almost exactly what the VAT increase was!
		2010/11	5% increase		49,524	103,307	3,494	748		
SH35 (L)	Visiting Yachts	2011/12	5% Increase	96	2,094	3,631	239	87	☹	Visiting yacht numbers down by 13%.
		2010/11	5% increase		2,004	4,381	91	39		
SH36 (L)	Visiting Yacht Nights	2011/12	Increase length of stay to 1.5 nights	1.5	1.8	1.37	2.07	1.25	☺	Overall for the year the target was just exceeded with yachts on average staying 1.58 nights
		2010/11	Increase length of stay to 1.5 nights		1.55	1.39	3.6	1.1		
SH37 (L)	Yacht Taxi – Passengers carried	2011/12	5% Annual increase in passenger usage	35	8,427	16,007	203	184	☺	This has been an excellent year for the yacht taxi service with 24,820 passengers carried. This was an increase of 7%.
		2010/11	5% Annual increase in passenger usage		7,034	14,574	189	32		

REF	ACTIVITY	YEAR	ANNUAL TARGET 2009/10 ACTUAL FOR 2008/09	TARGET FOR QTR	APR/ JUNE	JUL/ SEPT	OCT/ DEC	JAN/ MAR	CURRENT STATUS	COMMENTS for last reporting period
SH40 (L)	Water Quality Recorded number of pollution incidents	2011/12	Pollution Incidents	0	1	12	3	0	☺	
		2010/11	Pollution Incidents	0	0	3	0	4		
SH41 (L)	Guided Events	2011/12	3/Quarter	3	3	7	5	5	☺	Incl. an illustrated talk, joint science week event with MBA and a water-based tourism activity provider event
		2010/11	Monthly	3	6	7	5	4		
SH42 (L)	Litter Pick Up Events	2011/12	Quarterly	1	3	1	2	2	☺	2 – carried out by S. Hams Society
		2010/11	Quarterly	1	2	2	2	2		
SH43 (L)	Recycling of yacht refuse	2011/12	Annual Increase		0	51%	0	0	☺	Glass 4.40 tonnes, 2.31 tonnes of Paper card plastic and tin giving a combined weight of re-cycled rubbish at 6.71 tonnes. With 13.15 tonnes sent to landfill gives you a recycle rate of 51%.
		2010/11			0	3.16 tonnes	0	0		

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AGENDA
ITEM
11

SOUTH HAMS DISTRICT COUNCIL

AGENDA
ITEM
11

NAME OF COMMITTEE	Salcombe Harbour Board
DATE	28 May 2012
REPORT TITLE	MATTERS FOR FUTURE CONSIDERATION
REPORT OF	Salcombe Harbour Master
WARDS AFFECTED	All South Hams

Summary of Report

To identify matters for future consideration by the Harbour Board.

RECOMMENDATION

That the Harbour Board RESOLVES:

- a. For the Moorings Policy Working Group to meet on 13 June 2012 to consider the feedback from the first round of consultation.**
- b. To form a working group to manage the Kingsbridge – Future Berthing Options Project.**
- c. To hold a Public Meeting on 27 June at 1900 in Quay House to present the options for the Kingsbridge Future berthing Options Project as part of the public consultation, which will close on 13 July 2012.**

1. BACKGROUND

- 1.1 The Harbour Board Constitution states that Matters for Future Consideration should be reviewed by the Board at each meeting.

2. MATTERS FOR FUTURE CONSIDERATION

2.1 Harbour Board Dates

2.1.1 The following dates have been set for Harbour Board Meetings:

- 28 May 2012
- 9 July 2012
- 24 September 2012
- 12 November 2012
- 4 February 2013
- 8 April 2013

- 3 June 2013
- 9 July 2013
- 23 September 2013

2.3 Performance Management

2.3.1 Reviewed quarterly with the report for the 1st quarter of financial year 2012/13 being presented on 9 July 2012.

2.4 Year End Budget Report 2011/12

2.4.1 To be presented to the Board on 9 July 2012.

2.5 Harbour Annual Inspection

2.5.1 To take place on the morning of 9 July 2012.

2.6 Moorings Policy

2.6.1 The Draft Moorings Policy has been out to consultation with the harbour Community Forums, closing date was 25 May 2012.

2.6.2 The working group will now meet to consider the consultation feedback, proposed date 1400 on 13 June 2012 in the Harbour Office, thereafter the draft policy will go for Public Consultation.

2.6.3 The target date for the finalisation of the Moorings Policy review remains 24 September 2012.

2.7 Compliance with the Port Marine Safety Code

2.7.1 The Harbour is audited bi-annually by the designated person. A report of the Audit forms part of the agenda of this meeting.

2.7.2 The next interim inspection will be during July 2012.

2.8 Kingsbridge – Future Berthing Options

2.8.1 The report initiating this project has been presented to the Board today.

2.8.2 It is suggested that the Board establish a working Group to work with the Harbour Master to progress this project.

2.8.3 It is proposed to hold a Public Meeting at Quay House Kingsbridge on Wednesday 27 June at 19:00. If any other groups want a consultation meeting, this will be facilitated.

2.8.4 The consultation will close on 13 July 2012. Members of the public should forward their comment to:
Salcombe.harbour@southhams.gov.uk

2.9 Long Term Security of Tenure

2.9.1 The Strategic Business Plan 2012-2017 set out within its key Strategic Objectives task 4.1 - To consider future boating trends

and provide suitable and appropriate facilities and Services through an annual Harbour Board Workshop.

2.9.2 It is propose to hold such a workshop on 24 October 2012 at Follaton House between 1000 and 1500.

3. LEGAL IMPLICATIONS

3.1 Statutory Powers: Local Government Act 1972, Section 151. The Pier and Harbour Order (Salcombe) Confirmation Act 1954 (Sections 22-36).

3.2 There are no other legal implications to this report.

4. FINANCIAL IMPLICATIONS

4.1 There are no new financial implications as a result of this report; however this is not necessarily the case for the work which will follow.

5. Risk Assessment

5.1 The risk management implications are:

Risk/Opportunity	Issues / Obstacles	Mitigation
The Harbour Authority is striving to deliver an improving service to harbour users.	The Harbour Board, considers many routine issues annually, topical items will be brought to the Board as they arise.	A better service in a safe environment for estuary users.

Corporate priorities engaged:	Community Life: Economy: Environment
Statutory powers	The Pier & Harbour (Salcombe) Order Act 1954
Consideration of equality and human rights:	There are no equality or human rights issues with this report
Biodiversity considerations:	None
Sustainability considerations:	None
Crime and disorder implications:	None
Background Papers:	Strategic Business Plan 2nd Edition dated 26 March 2012. Constitution of the Salcombe Harbour Board (as adopted by Council on 25 June 2009)
Appendices attached:	

Ian Gibson
Harbour Master

Salcombe Harbour Board
 28 May 2012

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**MINUTES OF THE MEETING OF
THE SALCOMBE HARBOUR BOARD
HELD AT CLIFF HOUSE, SALCOMBE ON MONDAY, 28 MAY 2012**

Members in attendance			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr R J Carter (Chairman)	*	Mr J Barrett
*	Cllr M J Hicks	∅	Dr C C Harling (Vice Chairman)
*	Cllr K R H Wingate	∅	Mr M Mackley
*	Cllr S A E Wright	*	Mr H Marriage
		*	Mr A Thomson
∅	Cllr P W Hitchins (Lead Executive Member)	*	Mr P Waring

Item No	Minute Ref No below refers	Officers in attendance and participating
All agenda items		Salcombe Harbour Master, Head of Assets and Member Services Manager

SH.01/12 MINUTES

The minutes of the meeting of the Salcombe Harbour Board held on 26 March 2012 were confirmed as a correct record and signed by the Chairman.

SH.02/12 WELCOME TO NEW MEMBERS

The Chairman welcomed the new Co-opted Members to the Board, and also took the opportunity to thank Mr Mike O'Brien and Mr Tim Bass for all the work they had undertaken on behalf of the Board.

SH.03/12 URGENT BUSINESS

The Chairman advised that there were three items of urgent business which he had agreed could be raised at this meeting.

Firstly, the Harbour Master advised that there were problems at Batson pontoons with the plastic floats rupturing. The contractor had agreed to change the floats at no cost and this would take place during this week, week commencing 11 June 2012 and the remainder at the end of summer.

The second item of urgent business related to phosphate free materials which were being promoted by Mr Jonno Barrett. As a result of all the work that had been undertaken, the Board was supporting an application to a trade magazine for inclusion in an award.

Finally, the Harbour Master noted that a drought warning was in place in the area, and perhaps it would be appropriate to attach a polite notice to hose reels asking that boat owners use water responsibly. The Board agreed to this and also supported the Harbour Master investigating the use of fine hose sprays which would use less water.

SH.04/12 **DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be considered during the course of the meeting, and the following was made:

Cllr S A E Wright, Mr J Barrett, Mr A Thomson and Mr P Waring all declared a personal interest by virtue of having moorings.

SH.05/12 **PUBLIC QUESTION TIME**

A Member of the public was in attendance, and wished to utilise the Public Question Time session.

Further to the item raised under urgent business (Minute SH.03/12 refers), Mr John Binns advised the Board that Kingsbridge Estuary Boat Club encouraged phosphate free materials and also noted this on their website. In addition, Kingsbridge Town Council was also moving towards phosphate free materials.

SH.06/12 **FEEDBACK FROM HARBOUR COMMUNITY FORUMS**

The Board received verbal update reports from the Board Members who attended the Harbour Community Forums, during which reference was made to:-

Salcombe Kingsbridge Estuary Conservation Forum

Cllr S A E Wright agreed to represent the Salcombe Kingsbridge Estuary Conservation Forum on the Board, as he already attended these meetings.

Salcombe Kingsbridge Estuary Association (SKEA)

Mr Malcolm Mackley had agreed to represent SKEA on the Board, however, he had been unable to attend this meeting so no update was available.

Kingsbridge Estuary Boat Club

Consultations on the Moorings Policy were going ahead, and the Boat Club had completed their consultation paper and had forwarded it to the Harbour Master.

South Devon & Channel Shellfishermen

There was no update given to the meeting.

Kingsbridge and Salcombe Marine Business Forum

Their response to the Moorings Policy consultation had been passed to the Harbour Master.

SH.07/12 **FUTURE BERTHING OPTIONS FOR KINGSBRIDGE**

The Board considered a report which proposed a range of options for improvements to the berthing arrangements within the Kingsbridge Basin.

The Harbour Master introduced the report and explained each of the options in a little more detail. He also advised that access to the water was a key theme from the consultation on the Strategic Business Plan 2012 – 2017, therefore it was timely that this had now come forward.

During discussion, the following points were raised:

- The existing vertical ladders did not help the wall, and it was necessary to walk through mud to inspect the existing chains;
- Wall moorings were subject to vandalism and pontoon berths would provide more security;
- Concern was raised over events held that required open water, such as the raft race, and how they would be affected by any changes;
- It was also noted that those who held regular events such as Fair Week should be consulted;
- The proposal would be that berthing fees would not massively increase, but customers would have to pay for a pontoon berth which was more than a wall mooring. There was concern raised over possible incremental increases in charges;
- Once wall moorings were removed it would be possible to put safety railings along the quay edge.

After some further discussion, it was agreed that a Working Group be set up to take this project forward. The Working Group would include Cllr K Wingate and Mr A Thomson.

It was then:

RESOLVED

That a period of public consultation be commenced, based on the outline options described in paragraph 2, and to the timeline set out in paragraph 3 of the presented report.

SH.08/12 PERFORMANCE MANAGEMENT

The Board considered a report which set out the Harbour's performance against agreed Performance Indicators.

The Harbour Master introduced the report, and took the Board through the more detailed elements of the report.

During discussion, a Member noted that the lack of failure of navigation lights showed the wisdom of changing from beacons on rocks to buoys. It was also noted that the number of customer complaints was down. The figures presented for yacht nights related to deep water moorings, however, the Board agreed that it would be useful to include foreshore moorings figures too.

It was then:

RESOLVED

That the performance of the Harbour against agreed Performance Indicators be noted.

SH.09/12 MATTERS FOR FUTURE CONSIDERATION

The Board considered a report which identified matters for future consideration by the Harbour Board.

The Harbour Master introduced the report and took the Board through the key points. There was discussion over the Moorings Policy, and how it was important to have the correct definition of resident. A Policy would be drafted and then sent to Legal colleagues for consideration.

It was then:-

RESOLVED:

That the Moorings Policy Working Group (Mr H Marriage, Mr J Barrett, Cllr S Wright, Dr C Harling and Cllr J Carter) meet on 13 June 2012 to consider the feedback from the first round of consultation;

That a working group be formed to manage the 'Kingsbridge – Future Berthing Options' project; and

That a Public meeting be held on 27 June 2012 at 7pm in Quay House to present the options for the 'Kingsbridge - Future Berthing Options' project as part of the public consultation which will close on 13 July 2012.

(Meeting commenced at 2.30 pm and concluded at 3.35 pm).

Chairman