

Public Document Pack



SOUTH HAMS SALCOMBE HARBOUR BOARD - MONDAY, 23RD SEPTEMBER, 2013

Agenda, Reports and Minutes for the meeting

Agenda No Item

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

2. **Reports**

Reports to Harbour Board:

- a) Item 8 - Budget 2014/15 (Pages 3 - 26)
- b) Item 9 - Fees and Charges for 2014/15 (Pages 27 - 36)
- c) Item 10 - Kingsbridge Berthing Improvements Project Update (Pages 37 - 76)
- d) Item 11 - Deep Water Mooring Options Trial (Pages 77 - 84)
- e) Item 12 - Mooring Allocation Policy Review (Pages 85 - 96)
- f) Item 13 - Matters for Future Consideration (Pages 97 - 100)

3. **Minutes** (Pages 101 - 106)

This page is intentionally left blank

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 G Burrell, Mr C C Harling,
Mr H Marriage, Mr M Mackley, Mr A Thomson and Mr M Taylor)

Our Ref: CS/KT

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

13 September, 2013

Dear Member

A meeting of the **Salcombe Harbour Board** will be held at **Quay House, Kingsbridge** on **Monday, 23 September, 2013**, 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>
--

A G E N D A

1. **Apologies for Absence;**
2. **Minutes** - to approve as a correct record and authorise the Chairman to sign the minutes of the meeting of the Board held on 15 July, 2013 (pages 1 to 3);
3. **Urgent Business** - brought forward at the discretion of the Chairman;
4. **Division of Agenda** - to consider whether the discussion of any item of business is likely to lead to the disclosure of exempt information;
5. **Declarations of Interest** – Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests, they may have in any items to be considered at this meeting;
6. **Public Question Time** – a period of up to 15 minutes is available to deal with questions from the public;
7. **Feedback from Harbour Community Forums** – to receive verbal reports from Board Members who attend the Harbour Community Forums on behalf of the Board;

8. **Budget 2014/15** – a report that shows how the 2014/15 budget builds upon the principles adopted in the Salcombe Harbour Strategic Business (pages 4 to 20);
9. **Fees and Charges for 2014/15** – a report to enable Members to recommend the Harbour rates and charges for 2014/15 (pages 21 to 30);
10. **Kingsbridge Berthing Improvements Project Update** – a report which updates Members on the progress with the Kingsbridge Berthing Improvements Project (pages 31 to 67);
11. **Deep Water Mooring Options Trial** – to consider a report which advises Members of the outcome of the trial of fingers on the Coad Cove Pontoons for vessels up to 8 metres (pages 68 to 73);
12. **Mooring Allocation Policy Review** – a report that proposes a change to the Mooring Allocation Policy (pages 74 to 84);
13. **Matters for Future Consideration** – to consider a report which identifies matters for future consideration by the Harbour Board (pages 85 to 87).

* * * * *

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

THIS AGENDA HAS BEEN PRINTED ON ENVIRONMENTALLY FRIENDLY PAPER

If you or someone you know would like this publication in a different format, such as large print or a language other than English, please call Darryl White on 01803 861247 or by email at: darryl.white@southhams.gov.uk

AGENDA
ITEM

8

SOUTH HAMS DISTRICT COUNCIL

AGENDA
ITEM

8

NAME OF COMMITTEE	Salcombe Harbour Board
DATE	23 September 2013
REPORT TITLE	2014/15 BUDGET
Report of	Head of Finance Head of Service – Salcombe Harbour
WARDS AFFECTED	All South Hams

Summary of Report

The 2014/15 budget builds upon the principles adopted in the Salcombe Harbour Strategic Business Plan and details the financial impact of the proposals contained therein.

Financial implications: It is prudent financial management for a balanced budget to be set and allows a realistic review of fees and charges.

RECOMMENDATION:

That the Board RECOMMENDS to Council that the 2014/15 budget items set out within the report is approved.

Officer contact:

Pauline Henstock, Principal Accountant pauline.henstock@southhams.gov.uk 01803 861377

RECOMMENDATION

1. BACKGROUND

- 1.1 The Salcombe Harbour Strategic Business Plan 2012-2017 dated 26 March 2012 was endorsed and adopted at the Council meeting on 19 July 2012 (SH 31/12). This document sets out, in principle, the challenges and opportunities facing the Harbour over the coming years, together with an assessment of their financial implications.

- 1.2 The formulation of a detailed budget for the forthcoming year, 2014/15, will allow the financial implications to be understood in detail and to ensure that adequate resources are in place to deliver the services identified through the business planning process.
- 1.3 The Harbour, like all organisations, has finite resources. The budget has been considered with the utmost regard to the affordability and value for money for Harbour users and the financial wellbeing and sustainability of the Harbour over the medium to long term.
- 1.4 The 2014/15 budget, as detailed in this report, links strongly to the approved Business Plan and is based on the assumptions and strategic direction contained therein.
- 1.5 It is incumbent upon the Harbour to set a balanced budget. Accordingly, proposals to generate sufficient additional income to match the level of expenditure detailed herein are the subject of a further report to be considered at the 23 September meeting.

2. ISSUES FOR CONSIDERATION

2.1 Budget Pressures

- 2.1.1 Harbour expenditure requirements have been reviewed in detail, taking into account both the aspirations of the Business Plan document and other considerations, such as the impact of inflation.
- 2.1.2 Wherever possible, efficiency savings have been identified and these have been built into the budget accordingly.
- 2.1.3 The anticipated net income and expenditure position is shown at Appendix A, with the 2013/14 budget used as a baseline position. Variations from this baseline, both in terms of the additional resource requirements and identified efficiencies are discussed in detail below, grouped by category of budget head.

2.2 Employee Costs

- 2.2.1 Staff costs form the single largest area of expenditure for the Harbour, roughly 40% of the Harbour expenditure budget. The 2014/15 budget assumes a 1% pay award. The structure and grading review conducted in July 2013 plus movement of staff through the pay structure has also been built into the budget. Staffing levels and associated costs are kept under constant review to ensure they remain appropriate to the requirements of the business.
- 2.2.2 The table below details the variations from the 2013/14 baseline.

	£	£
Staffing Budget 2013/14		373,700

Additional Requirements:		
1% Pay Award (estimated) plus additional employers NI & Superannuation contributions, staff increments and Employers liability insurance	20,700	
Staff Training & Recruitment	800	
Total Additional Requirements		21,500
Savings :		
Overtime	(800)	
Increased Recharge to HQ	(500)	
Total Savings		(1,300)
Net Additional Requirements / (Savings)		20,200
Staffing Budget 2014/15		393,900

2.3 Premises Related Expenditure

2.3.1 Premises related expenditure encompasses costs relating directly to the Harbour infrastructure assets:

2.3.2 The table below details the variations from the 2013/14 baseline.

	£	£
Premises Budget 2013/14		271,100
Additional Requirements & Inflationary Pressures		
General R&M, Tools etc, Health & Safety	500	
Utility Charges (increase relates to running showers)	6,200	
Rent	4,600	
Piers, Landings & Pontoons	2,500	
Marks & Beacons	300	
Insurance	100	
Refuse Collection/cleaning	500	
Security Patrol	600	
Total Additional Requirements		15,300
Savings :		
Moorings (Reduced chain purchase)	(4,000)	
Total Savings		(4,000)
Net Additional Requirements / (Savings)		11,300
Premises Budget 2014/15		282,400

2.4 Supplies and Services

2.4.1 Expenditure classified as Supplies and Services relates to items directly linked to the provision of the Harbour's services, including communications, protective clothing, minor equipment and general office supplies.

2.4.2 The table below details the variations from the 2013/14 baseline.

	£	£
Supplies & Services Budget 2013/14		62,000
Additional Requirements & Inflationary Pressures		
Equipment	900	
Telephones & Communications	1,900	
Fees & Subscriptions	600	
Conference Expenses	500	
General Office Expenditure	100	
Professional Fees (Recharge to DHNA for Boat Licensing services)	2,000	
Estuary Officer	100	
Chairman	300	
Total Additional Requirements		6,400
Savings:		
Cash collection costs – charge is based on payments by cards	(100)	
Water Dispenser	(400)	
Total Savings		(500)
Net Additional Requirements / (Savings)		5,900
Supplies & Services Budget 2014/15		67,900

2.5 Transport

2.5.1 Transport related expenditure includes the costs of operating and maintaining the Harbour launches, water taxis and vehicles.

2.5.2 The table below details the variations from the 2013/14 baseline.

	£	£
Transport Budget 2013/14		66,400
Additional Requirements & Inflationary Pressures		
Harbour Van	300	
Mooring Barge	2,000	

Total Additional Requirements		2,300
Savings		
Travel Expenses following changes to mileage scheme	(1,600)	
Launch Maintenance	(1,000)	
Transport Insurance - re-alignment of the budget	(9,200)	
Fuel	(1,000)	
Total Savings		(12,800)
Net Additional Requirements / (Savings)		(10,500)
Transport Budget 2014/15		55,900

2.6 Central Support & HQ Costs

2.6.1 Central functions, such as Personnel & Payroll, Information Technology, Finance, Property advice, Strategic Capacity etc. are provided by the District Council. Time recording data is used to identify time spent by SHDC employees on Harbour activities. This in turn provides the basis for the level of costs which are recharged to the Harbour. As the Harbour is a ring-fenced account, no subsidy is allowed either from or to the Harbour in respect of central costs. This is subject to an annual audit by Grant Thornton.

2.6.2 The table below details the variations from the 2013/14 baseline.

	£	£
Central Support & HQ Budget 2013/14		51,300
Inflationary Pressures:	300	
Total Additional Requirements		300
Central Support & HQ Budget 2014/15		51,600

2.7 Contributions to Harbour Reserves

2.7.1 The Harbour holds 3 reserves:

- General Reserve – comprising the accumulation of generated trading surpluses.

- Renewals Reserve – to provide for the replacement of the Harbour’s infrastructure assets, excluding pontoons.
- Pontoon Reserve – to provide for the replacement of pontoons.

2.7.2 The business planning process included a full appraisal of existing reserve balances and levels of contribution. The principle adopted in the Business Plan, and discussed and approved by the Harbour Board at the 6 June 2008 meeting, is that sufficient funds should be set aside on an annual basis to provide for the replacement of Harbour assets.

2.7.3 This does, however, need to be viewed in terms of affordability and value for money as annual contributions cannot impact on fees and charges in a prohibitive fashion. In light of this, and as set out in the Business Plan, it is recognised that it is not feasible to fund all replacements through accumulated reserves; and that borrowing will also be utilised.

2.7.4 A summary of estimated reserve balances is included at Appendix B.

2.7.5 The contribution to Harbour Reserves will remain unchanged at £76,000 for 2014/15.

2.8 Projects Funded from Reserves

2.8.1 The following projects are anticipated to be funded from Reserves during 2014/15:

- 2.8.1.1 Renewals Reserve:
- Mooring Barge Refit £25,000

2.9 Projects Funded From Revenue

2.9.1 The 2014/15 budget includes provision to fund projects from revenue to the value of £10,000, this is a reduction from 2013/14 of £5,000 which will be used to fund the running costs of the Harbour Showers. This comprises the following:

- £5,000 Pontoon Disposal
- £5,000 Improvements to Tender Berthing at Whitestrand

2.10 Contribution to SHDC Marine Infrastructure Reserve

2.10.1 The Salcombe Harbour Authority has responsibility for maritime activity within the Salcombe and Kingsbridge Estuary below the MHW mark and raises income for its activities from Harbour Dues, to fulfil its statutory responsibilities and mooring hire, to maintain the berthing infrastructure. South Hams District Council has responsibility for operational land above the MHW mark, but has limited opportunities to raise income to maintain these assets.

- 2.10.2 All boating activity within the Estuary from time to time will need access over the District Council's Operational land e.g. the slipway at Batson, the public landing pontoon at Batson, Whitestrand and Normandy Pontoons to the car park, the slipway and quay at Kingsbridge, the slipway and steps at Bowcombe, and the Ferry/Public landings at Kingsbridge and Salcombe. This list is indicative and by no means exhaustive.
- 2.10.3 With no income opportunities the District Council's maritime assets represent a considerable risk to the normal activity of the Harbour Authority and a maintenance financial time bomb for the District Council. This was highlighted recently by the large financial investment required to safeguard the operational future of the Fish Quay. A similar investment will be required in the future to repair/refurbish the public slipway at Batson and all of the other maritime infrastructure owned by the District Council.
- 2.10.4 The principal of the user pays is enshrined within the Governments publication "Opportunities for Ports in Local Government Ownership" which was published in 2006 following the Municipal Ports Review. It is therefore proposed that the Harbour Authority contributes annually to the District Council's Maritime Infrastructure Maintenance Reserve.
- 2.10.5 The initial annual contribution is proposed to be £15,000, which represents approximately 3.5% of the Harbour's income from moorings. This modest amount can be financed from efficiency savings from the Harbour's Revenue Budget so will not adversely affect the cost of boating within the Salcombe and Kingsbridge Estuary.
- 2.10.6 Future contributions would then be subjected to annual inflationary pressures. Then in 2016/17, when the five year Strategic Business Plan 2018 – 2023 is debated and consulted upon, there will be an opportunity to review the level of contribution in relation to the other harbour Reserves, which, after a decade of investment are likely to be able to be reduced.

2.11 Capital Charges

- 2.11.1 Capital charges refer to the cost of servicing loans which have been provided by the District Council for the purchase of Harbour assets. Repayment obligations for 2014/15 have reduced by £5,100 to reflect the fact that the planned capital borrowing for the Kingsbridge Berthing Improvements project was not required, the project being completely funded from reserves. The remaining Capital Charges relate to 4 loans as detailed below.

Description	Loan Date	Loan Amount £	Term (Yrs)	Payment 14/15 £
Whitestrاند Pontoon Safety Improvements	2003/04	48,854	25	4,147
Piling in the Bag	2003/04	11,983	25	1,018
Residents' Pontoon	2007/08	150,000	25	11,735
Batson Pontoon	2009/10	190,000	25	13,100
Total				30,000

2.11.2 The annual repayment due during 2014/15, which includes the repayment of both principal and interest, is £30,000.

2.12 The Overall Expenditure Position

2.12.1 The overall impact of the variations detailed above is shown in the table below.

	£	£
Total Expenditure Budget 2013/14		950,600
Net Additional Requirements / (Savings)		32,100
Total Expenditure Budget 2014/15		982,700

2.13 Income

2.13.1 In order to balance the budget to a net break-even position, it is proposed that a review is undertaken of the Harbour's fees and charges. Proposals have been outlined in this regard, and are detailed in a further report to be considered at the 23 September Board meeting.

	£	£
Total Income Budget 2013/14		(950,600)
Increased Income available within the budget: Based on a review of 2012/13 actual revenue and the 2013/14 actuals to date compared to budget forecast.		(17,700)
Total Income Budget 2014/15		(968,300)

2.13 Budget Deficit 2014/15

	£	£
Total Expenditure Budget		982,700
Total Income Budget		(968,300)
Budget Deficit		14,400

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 The report identifies a funding gap of £14,400, before any review of charges. It is anticipated that the shortfall can be met by various amendments to the existing charging structure, as identified in a further report to be considered at the 23 September meeting.

5. RISK ASSESSMENT

5.1 The risk management implications are:

Risk/Opportunity	Risk Status			Mitigating and Management Actions
	Impact/Severity	Likelihood/Probability	Risk Score	
The Harbour Authority set a balanced budget, ensuring there is sufficient income to finance the anticipated expenditure. If there is additional unexpected expenditure or less income than forecast, the budget will not balance	3	2	6	The Harbour maintains three different reserves, one for replacement of plant and vessels, one for the replacement of pontoons and a General Reserve. In the event of the budget not balancing at the end of the Financial year and surplus goes into the General Reserve and shortfall would be covered from this reserve.
Failure of the Marine Infrastructure around the Salcombe and Kingsbridge Estuary owned by South Hams District Council, but not within the bailiwick of the Harbour Authority.	3	3	9	Investment, initially through a contribution to a marine infrastructure maintenance Reserve, provides a viable method of funding future infrastructure repairs.

Corporate priorities engaged:

CP2: Good Jobs
CP3: Retain the districts character
CP4: A clean district
CP5: An accessible Council
CP6: Value for money

Consideration of equality and human rights:

There are no equality or human rights issues with this report

Biodiversity considerations:

Harbour Board's budget will affect policies which have a bearing on biodiversity.

Sustainability considerations:

Harbour Board's budget is designed to be sustainable and support sustainable policies.

Crime and disorder implications:

The Budget includes the continuation of the Night Security patrol, aims of which are to reduce marine crime

Background Papers:

Strategic Business Plan 2nd Edition dated 26 March 2012.

Appendices attached:

Appendix A: Anticipated net income and expenditure
Appendix B: Summary of estimated reserve balances

Pauline Henstock
Principal Accountant

Ian Gibson
Harbour Master

Salcombe Harbour Board
23 September 2013

REVENUE BUDGET 2014/2015

Actual 2011/2012	Actual 2012/2013		Budget 2013/2014 (At outturn prices)	Budget 2014/2015 (At outturn prices)	Variance Budget to Budget
£	£		£	£	£
		Employees:-			
344,114	343,806	Harbour	373,700	393,900	20,200
		Premises-Related Expenditure:-			
16,765	14,865	General Repairs and Maintenance	17,100	17,600	500
37,680	38,347	Security Patrol	39,400	40,000	600
5,218	11,661	Piers, Landings and Pontoons	8,000	10,500	2,500
7,789	15	Marks and Beacons	3,700	4,000	300
56,372	42,897	Moorings	58,000	54,000	(4,000)
1,444	1,769	Insurances	2,000	2,100	100
16,010	18,424	Utility Charges	21,400	27,600	6,200
112,505	114,704	Rents	114,000	118,600	4,600
5,245	6,969	Refuse Collection /Office Cleaning	7,500	8,000	500
259,030	249,651		271,100	282,400	11,300
		Supplies and Services:-			
5,677	15,531	Equipment	9,000	9,900	900
9,697	9,954	Printing, Stationery and Advertising	12,000	12,000	0
7,386	9,806	Communications (Radios, Telephones, Postage etc.)	10,000	11,900	1,900
5,230	4,981	Protective Clothing	5,000	5,000	0
5,701	5,852	Credit Card Handling Charges	6,600	6,500	(100)
25,962	23,393	Miscellaneous	19,400	22,600	3,200
59,654	69,517		62,000	67,900	5,900
50,675	35,507	Transport-Related Expenses (Launches etc.)	66,400	55,900	(10,500)
53,000	51,000	Central Support Services	51,300	51,600	300
26,000	26,000	Contribution to Renewals Reserve	26,000	26,000	0
45,000	45,000	Contribution to Pontoon Reserve	50,000	50,000	0
-	-		-	15,000	15,000
4,867	4,500	New Projects Funded From Revenue	15,000	10,000	(5,000)
29,997	29,997	Capital Charges (Net)	35,100	30,000	(5,100)
872,336	854,978	TOTAL EXPENDITURE	950,600	982,700	32,100
(263,002)	(246,792)	Harbour Dues	(268,900)	(271,000)	(2,100)
(420,714)	(429,262)	Mooring Hire	(420,400)	(434,300)	(13,900)
(127,352)	(129,312)	Small Boat Pontoon Systems	(127,900)	(127,900)	0
(40,832)	(31,890)	Water Taxi Service	(36,000)	(36,000)	0
(25,345)	(23,583)	Mooring Licences	(24,900)	(24,000)	900
(38,921)	(41,151)	Security Patrol Fees	(37,700)	(40,000)	(2,300)
(50,304)	(54,195)	Miscellaneous	(31,300)	(32,600)	(1,300)
(2,100)	(2,500)	Interest	(3,500)	(2,500)	1,000
(968,570)	(958,685)	TOTAL INCOME	(950,600)	(968,300)	(17,700)
(96,234)	(103,707)	(SURPLUS) / SHORTFALL ON TRADING ACTIVITIES	0	14,400	14,400

This page is intentionally left blank

Committee: Salcombe Harbour

2014/15 BUDGET

Service : Salcombe Harbour

WORKING PAPER

SUBJECTIVE HEADING	ACTUALS			To 01/08/13 £	Budget 13/14 £	Inflation		Growth £	Budget 14/15 £	Notes
	10/11 £	11/12 £	12/13 £			%	£			
COST CENTRE : 3410										
EMPLOYEES - OPERATIONAL	336,867	344,114	343,806	150,030	373,700		3,600	16,600	393,900	
Wages: Summer Seasonal staff	24,528	29,942	36,750	20,074	34,800	1.0%	300	300	35,400	
Employers NI & Super	50,424	56,283	59,988	23,710	69,400	1.0%	700	4,000	74,100	
Salaries (inc. Shift Pay)	298,099	295,992	288,471	105,021	302,500	1.0%	3,000	12,000	317,500	
Overtime	5,642	5,699	4,498	1,056	10,800			(800)	10,000	
Recharge to Headquarters	(52,300)	(52,500)	(52,500)		(52,500)	1.0%	(500)		(53,000)	
Staff Training	6,171	3,552	926		3,600			400	4,000	
Medical Fees / Other	323	426	240	169	500				500	
Recruitment	582	964	1,101		600			400	1,000	
Employers Liability Insurance	3,398	3,756	4,332		4,000	3.3%	100	300	4,400	

Page 15

This page is intentionally left blank

SUBJECTIVE HEADING	ACTUALS			To 01/08/13 £	Budget 13/14 £	Inflation		Growth £	Budget 14/15 £	Notes
	10/11	11/12	12/13			%	£			
	£	£	£							
COST CENTRES : 3410,3415,3420,3425										
PREMISES (ASSET) RELATED	251,793	259,030	249,651	96,905	271,100		2,700	8,600	282,400	
EXPENSES										
General R&M	9,477	9,643	6,942	909	10,000				10,000	
Tools, Materials and O.H. & C.S.	4,217	4,619	5,973	1,906	5,000			500	5,500	
Health & Safety	558	2,016	1,358	192	1,500				1,500	
Communications R&M	175	487	592		600				600	
GENERAL R&M	14,427	16,765	14,865	3,007	17,100		0	500	17,600	
SECURITY PATROL	38,143	37,680	38,347	12,654	39,400			600	40,000	
PIERS, LANDINGS & PONTOON	6,801	5,218	11,661	583	8,000			2,500	10,500	
MARKS & BEACONS	1,036	7,789	15	340	3,700			300	4,000	
Foreshore Moorings	6,089	5,049	403	216	5,000				5,000	
Deepwater Moorings	1,304	5,422	1,410		4,000				4,000	
Diving Maintenance Support	21,350	21,325	18,250		20,000				20,000	
Chain Purchase	21,153	19,573	15,212		24,000			(4,000)	20,000	
Replacement Mooring Buoys	5,632	5,003	7,622	118	5,000				5,000	
MOORINGS	55,529	56,372	42,897	334	58,000		0	(4,000)	54,000	
Premises-Related Insurance	1,545	1,444	1,769		2,000	3.3%	100		2,100	
INSURANCE	1,545	1,444	1,769	0	2,000		100	0	2,100	
Electricity	2,857	2,237	2,392	921	2,600	3.3%	100	400	3,100	
Whitestrand Showers								2,500	2,500	
Gas	751	1,016	2,694	1,065	2,700	3.3%	100	200	3,000	
Water	131	200	56	16	2,500				2,500	
Whitestrand Showers								2,500	2,500	
Rates	11,941	12,557	13,282	13,659	13,600	3.3%	400		14,000	
UTILITY CHARGES	15,681	16,010	18,424	15,661	21,400		600	5,600	27,600	
Workshop (1)	12,712	12,621	12,621	12,621	13,000			1,600	14,600	
Rent To Duchy	97,700	99,884	102,083	50,767	101,000	2.0%	2,000	1,000	104,000	
RENT	110,412	112,505	114,704	63,388	114,000		2,000	2,600	118,600	
Trade Waste Collection charges	4,864	2,423	3,547		4,000				4,000	
General Office Costs (including Cleaning)	3,356	2,822	3,422	938	3,500			500	4,000	
REFUSE COLLECTION/OFFICE	8,220	5,245	6,969	938	7,500		0	500	8,000	
CLEANING										

This page is intentionally left blank

SUBJECTIVE HEADING	ACTUALS			To 01/08/13 £	Budget 13/14 £	Inflation		Growth £	Budget 14/15 £	Notes
	10/11	11/12	12/13			%	£			
	£	£	£							
COST CENTRES : 3410, 3435, 3445										
SUPPLIES AND SERVICES:	54,848	59,654	69,517	7,991	62,000		100	5,800	67,900	
Furniture & Fittings	0	0	60	957	1,000				1,000	
Equipment - New & R&M	5,858	2,272	4,970	409	1,500			2,000	3,500	
Hire of equipment	0	705	251	63	0			400	400	
Hardware, Software and IT Support & maintenance	2,083	2,701	10,250	63	6,500			(1,500)	5,000	
EQUIPMENT	7,942	5,677	15,531	1,492	9,000		0	900	9,900	
Printing & Stationery	6,058	5,170	5,858	520	6,500				6,500	
Harbour Guide	4,670	3,980	2,940		4,900			(400)	4,500	
Advertising	224	547	1,156	102	600			400	1,000	
PRINTING STATIONERY & ADVERTISING	10,952	9,697	9,954	622	12,000		0	0	12,000	
Postage	3,435	5,024	3,966	1,338	6,500		0	(1,000)	5,500	
Telephones	3,131	2,138	5,530	743	3,200			2,800	6,000	
Licence Fees	275	225	310	215	300			100	400	
COMMUNICATIONS	6,841	7,386	9,806	2,296	10,000		0	1,900	11,900	
PROTECTIVE CLOTHING	4,137	5,230	4,981	479	5,000				5,000	
CASH COLLECTION EXPENSES	4,539	5,701	5,852	2,889	6,600			(100)	6,500	
Fees and Subscriptions (inc Port Marine Safety)	3,920	3,830	4,982	50	4,400			600	5,000	
Conference Expenses/Subsistence	483	877	1,444	30	1,000			500	1,500	
Tier Two Response	826	826	826		1,000				1,000	
General Office Expenditure	45	5,088	1,270	133	400			100	500	
Water Dispenser	238	0	0		400			(400)	0	
Legal Fees	0	170	4,011		0				0	
Other Professional Fees	0	2,000	(415)		0			2,000	2,000	
Shower Tokens	3,705	1,751	0		0				0	
Estuary Officer Contribution	10,200	10,400	10,200		10,200	1.0%	100		10,300	
Chairman - Salcombe Harbour	1,020	1,020	1,075		2,000	1.0%	0	300	2,300	
MISCELLANEOUS	20,437	25,962	23,393	213	19,400		100	3,100	22,600	

This page is intentionally left blank

SUBJECTIVE HEADING	ACTUALS			To 01/08/13 £	Budget 13/14 £	Inflation		Growth £	Budget 14/15 £	Notes	
	COST CENTRE : 3410	10/11	11/12			12/13	%				£
		£	£			£					
TRANSPORT RELATED EXPENSES	55,742	50,675	35,507	8,776	66,400		800	(11,300)	55,900		
Fixed car payments	2,178	2,238	2,163	224	2,200			(1,600)	600		
Variable car allowances	783	554	728	540	800				800		
Repairs & Maintenance:											
Harbour Van	1,431	2,239	1,490	639	2,200		0	300	2,500		
Launches General	21,122	5,690	11,746	2,455	14,000		0	(1,000)	13,000		
Crane	6,739	2,002	357	466	5,000				5,000		
Fork Lift Truck	344	493	587		1,200				1,200		
Mooring Barge	475	417	1,336		1,000			2,000	3,000		
Transport Insurance	8,644	23,039	2,384		23,000	3.3%	800	(10,000)	13,800		
Fuel: Launches	14,026	14,004	14,716	4,452	17,000			(1,000)	16,000		
HEADQUARTERS ALLOCATION	53,100	53,000	51,000	0	51,300		300	0	51,600		
Personnel & Payroll	11,100	10,800	9,900		10,000	1.0%	100		10,100		
Strategic Director - Operations	3,000	3,800	3,300		3,300	1.0%	0		3,300		
Drawing Office	1,300	900	900		900	1.0%	0		900		
Environmental Health	1,200	1,400	1,400		1,400	1.0%	0		1,400		
Financial Services	11,600	12,600	11,500		11,600	1.0%	100		11,700		
IT Section	6,900	5,000	5,500		5,600	1.0%	100		5,700		
Legal	4,400	4,000	4,200		4,200	1.0%	0		4,200		
Property Services	5,000	4,600	4,600		4,600	1.0%	0		4,600		
Committee & Member Services	4,600	4,800	4,800		4,800	1.0%	0		4,800		
Improvement & Development Team (Formerly PR)	1,900	2,900	2,700		2,700	1.0%	0		2,700		
Internal Audit	2,100	2,200	2,200		2,200	1.0%	0		2,200		
CAPITAL CHARGES	29,997	29,997	29,997	0	35,100		0	(5,100)	30,000		
Leasing Payments											
Debt Charges (Depreciation & interest)	75,573	35,490	46,256		35,100			(5,100)	30,000		
(Surplus)/Deficit on Capital Charges	(45,576)	(5,493)	(16,259)		0				0		
CONTRIBUTION TO RENEWALS RESERVE	26,000	26,000	26,000		26,000		0	0	26,000		
CONTRIBUTION TO PONTOON RESERVE	45,000	45,000	45,000		50,000		0		50,000		
CONT. TO MARINE INFRASTRUCTURE RESERVE								15,000	15,000		
ITEMS TO BE MET FROM REVENUE	33,971	4,867	4,500	5,461	15,000		0	(5,000)	10,000		
Disposal of pontoons	0	0	0		5,000				5,000		
Frogmore Pontoon	2,391	0	0		0				0		
Improvements to tender berthing at Whitestrand	9,900	0	4,500	5,461	5,000				5,000		
Installation of Grove crane	17,475	0	0		0				0		
Replacement Dory	4,205	0	0		0				0		
Environmental Projects	0	0	0		5,000			(5,000)	0		
Whitestrand Plastic Pontoons	0	4,867	0		0				0		
ITEMS FUNDED FROM RESERVES.	83,621	0	0	0	0		0		0		
Estuary dredging	83,621	0	0		0				0		

This page is intentionally left blank

Committee: Salcombe Harbour					2014/15 BUDGET					
Service : Salcombe Harbour					WORKING PAPER					
SUBJECTIVE HEADING	ACTUALS			To 01/08/13	Budget 13/14	Inflation		Growth	Estimate 14/15	Notes
	10/11 £	11/12 £	12/13 £			£	%			
COST CENTRES : 3410, 3425										
HARBOUR DUES										
Annual Dues	(176,307)	(178,320)	(182,256)	(168,073)	(183,800)			0	(3,200)	(187,000)
Casual Yachts	(63,172)	(66,865)	(50,326)	(7,231)	(68,800)				800	(68,000)
Casual Collected via Creek Boat Park	(17,040)	(17,816)	(14,210)	(9,321)	(16,300)			0	300	(16,000)
MOORING HIRE										
Annual Deep Water	(155,992)	(160,275)	(169,812)	(188,311)	(161,200)			0	(8,800)	(170,000)
Casual Deep Water	(73,572)	(77,771)	(70,093)	(61,410)	(70,000)					(70,000)
Annual Foreshore	(129,736)	(127,890)	(141,659)	(144,839)	(134,500)			0	(5,500)	(140,000)
Casual Foreshore	(39,923)	(40,575)	(35,611)	(14,820)	(42,800)			0	2,800	(40,000)
Dentridge Mooring	(10,486)	(12,358)	(10,068)		(10,200)			0	200	(10,000)
Store Boxes at Ditch End	(1,689)	(1,846)	(1,883)	(2,048)	(1,700)					(100)
Overnight berthing fees - Town Landings			(136)	(2,249)						(2,500)
MOORING LICENCES	(24,081)	(25,345)	(23,583)	(23,042)	(24,900)			0	900	(24,000)
SECURITY CHARGE	(37,828)	(38,921)	(41,151)	(42,891)	(37,700)			0	(2,300)	(40,000)
WATER TAXI SERVICE	(35,763)	(40,832)	(31,890)	(20,145)	(36,000)					(36,000)
PONTOONS										
Shadycombe Creek Comm Users	(13,474)	(13,536)	(14,001)	(14,477)	(14,500)			0		(14,500)
V Quay, Batsan & Kingsbridge	(93,017)	(95,583)	(98,158)	(99,722)	(94,800)			0		(94,800)
Whitestrاند Licence Fees	(3,488)	(3,937)	(2,489)	(2,328)	(2,900)			0		(2,900)
Whitestrاند Pontoon July/August	(14,515)	(13,498)	(13,849)	(9,474)	(14,900)			0		(14,900)
Pontoon for Fishermen, the Spur	(783)	(799)	(815)	(859)	(800)			0		(800)
Miscellaneous Income										
Sale of Tide Tables	(140)	(270)	(105)	(59)	(200)					(200)
Miscellaneous	(3,098)	(3,166)	(7,982)	(843)	(3,000)				(200)	(3,200)
Fire Patrol	(25)	(25)	(85)	(38)	0					0
Whitestrاند Boat Park	(2,508)	0	0	0	0					0
Whitestrاند Notice Board	(718)	(732)	(747)	(761)	(700)					(700)
Towing Charge	(278)	(409)	(329)	(25)	(300)				300	0
Crane hire incl wage costs	(2,617)	(4,654)	(7,345)	(816)	(2,900)				(1,100)	(4,000)
Hire of Mooring Barge	(2,852)	(2,767)	(521)	(1,562)	(1,000)				1,000	0
Hire of Fork Lift Truck	(168)	(227)	(498)	(25)	(200)					(200)
Boatyard Maintenance	(388)	(850)	(208)		0					0
Hire of Safety Launch	(134)	(65)	(154)		0					0
WIFI Spark Commission	(587)	(74)	(128)	(42)	(500)				300	(200)
Retention Fees	0	0	(2,812)		0					0
Harbour Guide	(7,510)	(8,340)	(8,400)		(8,000)					(8,000)
Sale of Equipment - disposals	(2,618)	(5,923)	(1,681)	(48)	0					0
Sale of Chain/Shackles	0	0	0	(618)	0					0
Passengers Landed	0	0	0	(83)	0				(100)	(100)
Fuel Duty Repayment	(3,595)	(3,000)	(3,776)		(3,000)					(3,000)
Cont. from C/Pks re Security Patrol (boat park)	(5,600)	(5,600)	(5,600)		(3,000)					(3,000)
Cont. from H/Waste re refuse collection (Salc. Skip)	(1,900)	(1,900)	(1,900)		(500)					(500)
Legal Costs Recovered	(476)	(929)	0	200	0					0
Other Costs Recovered (S/R VAT)	0	0	(544)		0					0
Annual licence fee	0	0	(1,500)	(1,500)	0				(1,500)	(1,500)
Under lease Kingsbridge Estuary	(494)	(494)	(247)		0					0
Boat Licence Income	(7,060)	(9,594)	(8,550)		(7,000)					(7,000)
Ferry Notice Boards	(816)	(1,213)	(1,091)		(1,000)					(1,000)
Under/Over Bankings	6	(71)	8	6	0					0
	(934,444)	(966,470)	(956,185)	(817,454)	(947,100)				#####	(965,800)
CONTRIBUTION FROM BALANCES										
CONT. FROM RENEWALS RESERVE	(83,621)	0	0		0					0
INTEREST										
	(3,300)	(2,100)	(2,500)		(3,500)				1,000	(2,500)

This page is intentionally left blank

HARBOUR BALANCES

APPENDIX B

Pontoons Reserve

	£
Balance 1st April 2013	132,013
ADD	
Contribution 2013/2014	50,000
Interest 0.85%	<u>1,100</u>
	183,113
Less anticipated expenditure	
Kingsbridge pontoons	(150,000)

Estimated Balance as at 1st April 2014	33,113
ADD	
Contribution 2014/2015	50,000
Interest 0.85%	<u>300</u>
	83,413
Less anticipated expenditure	

Balance as at 31st March 2015 83,413

Renewals Reserve

	£
Balance 1st April 2013	134,109
ADD	
Contribution 2013/2014	26,000
Interest 0.85%	<u>1,100</u>
Less anticipated expenditure	
Replacement dory & engine	(10,000)

Estimated Balance as at 1st April 2014	151,209
ADD	
Contribution 2014/2015	26,000
Interest 0.85%	<u>1,300</u>
	178,509
Less anticipated expenditure	
Mooring Barge	(25,000)

Balance as at 31st March 2015 153,509

General (Revenue Account) Reserve

	£
Balance 1st April 2013	238,218
	<u>238,218</u>
Less anticipated expenditure	
Whitestrand Showers	(6,789)
Harbour System Upgrade	(15,200)
Kingsbridge pontoons	(150,000)

Estimated Balance as at 1st April 2014	66,229
	<u>66,229</u>
Less anticipated expenditure	

Balance as at 31st March 2015 66,229

Estimated Total Reserves Balances as at 31 March 2015 £303,151

This page is intentionally left blank

AGENDA
ITEM

9

SOUTH HAMS DISTRICT COUNCIL

AGENDA
ITEM

9

NAME OF COMMITTEE	Salcombe Harbour Board
DATE	23 September 2013
REPORT TITLE	REVIEW OF CHARGES
REPORT OF	Salcombe Harbour Master
WARDS AFFECTED	All South Hams

Summary of Report

This report has been prepared to enable Board Members to recommend the Harbour rates and charges for 2014/2015.

RECOMMENDATION

The Harbour Board RECOMMENDS to Council:

- a. the changes to the charging policy set out in paragraph 2.1 of this report be approved; and
- b. the proposed charges as presented in Appendix A be approved, for implementation from 1 April 2014.

Officer contact:

Ian Gibson – 01548 843791 (Internal 7104)

1. BACKGROUND

1.1 The proposed fees and charges for 2014/15 are based on the outline proposals set out in the Salcombe Harbour Strategic Business Plan 2nd Edition and adopted by Council on 19 July 2012 (**SH 62/11**). The forecast, based on inflation of 4% and a pay award of 1%, was for an annual price increase of 4.8%. Lower actual inflation and operating efficiencies have been able to deliver a lower increase than forecast.

1.2 The budget gap for 2014/15 is £14,400. Detailed proposals to bridge the budget gap are detailed at paragraph 2.

2. ISSUES FOR CONSIDERATION

2.1 Proposals for 2014/15 Dues and Charges

- 2.1.1 **Third Party Liability Insurance.** It is proposed that there be no change to the current level of third party liability insurance cover for all vessels using the Harbour. It is currently £3 million which is the industry standard.
- 2.1.2 **Facility Retention Deposit.** The deposit required to secure a harbour facility was set at £125 in June 2011 (SH6/11). It is proposed that this level of deposit be maintained for 2014/15.
- 2.1.3 **Foreshore Facility Rebate.** Several years ago, in an attempt to make better use of foreshore mooring facilities, the Board agreed to a rebate to customers who are not using their mooring and make it available to the harbour to re-let to the public on a weekly basis. The level was set at £15/week for each week the facility is re-let. It is proposed to maintain this level of rebate.
- 2.1.4 **Resident Deep Water Mooring Charges.** A comparison of Salcombe's deep water mooring charges with Dartmouth and Brixham for 2013/14 highlights the exceptional value offered by Salcombe. It is proposed that the price of a deep water mooring be increased by 2% for 2014/15 but that these charges are reviewed for 2015/16.

Port	Annual Price for a 10m yacht on a deep water swinging mooring
Salcombe	£917.60
Brixham	£1,181.50
Dartmouth	£1,205.10

- 2.1.5 **Visiting Vessels arriving from sea:** Salcombe's charges for visiting vessels are still higher than Dartmouth¹, but generally similar to Fowey². Whilst Salcombe's combined dues and charges for visiting yachtsmen remain at 16% more per metre than Dartmouth, it is proposed to freeze these charges for an ninth consecutive year.
- 2.1.6 **Alongside Deep Water Berths.** Following the re-development of the Salcombe Town Landings the Harbour Authority can offer, all year round, limited alongside berthing on Whitestrand Pontoon between 1900 and 0800 and in the off season months berthing on Normandy Pontoons. It is proposed to charge vessels 25% more than the daily rate for Moorings and Dues (which varies according to the time of year) for the convenience of use of the alongside berth with utilities.

¹ In 2013/14 Dart Harbour Charged £1.55/metre for Harbour Dues and swinging mooring compared to £1.85 in Salcombe.

² In 2013/14 Fowey charged £1.78/m for 7m boat, £1.80/m 10m boat & £2/m 12m boat.

2.1.7 Visiting Yacht Discounts. The out of season discounts, introduced in 2008 have proved to be extremely popular, particularly with local yachtsmen. Since the low of 5,597 visiting yachts in 2008, visiting yacht numbers have been slowly recovering and had reached 6,506 in 2010/11 dipping again to 5,981 in 2011/12 and 4821 in 2012/13. It is accepted that visiting yacht numbers are highly weather dependant, but the generally positive trend over the past four seasons are in part attributed to the discounts in the shoulder months. It is therefore proposed that the range of discounts and promotions be continued through 2014/15 but modified from previous years by amending the weekly rate to give 2 rather than 1.5 free nights and discontinuing the 4 days for 3 offers. This will simplify the number of changing options and can be further justified by not increasing the price for a ninth consecutive year, full details in the table below:

Outline Dates	Charges Discounts and Promotions
1st October to 31 March	<ul style="list-style-type: none"> • Harbour Dues Only (50% of full Harbour Dues and Mooring Charge) • Weekly moorings and dues, paid for on arrival, will be charged at 5 x the daily rate.
1 April to 1 June and 1 September to 30 September	<ul style="list-style-type: none"> • Harbour Dues + 50% of Mooring Charge i.e. (75% of full Harbour Dues and Mooring Charge) • Weekly moorings and dues, paid for on arrival, will be charged at 5 x the daily rate.
1 June to 31 August,	<ul style="list-style-type: none"> • Full Harbour Dues + Mooring Charge • Weekly moorings and dues, paid for on arrival, will be charged at 5 x the daily rate. • Craft attending major events, including Owners' Club, Yacht Club Cruises and rallies etc. are offered a discount of 25%, where the sum is collected en bloc by the organising body.

2.1.8 Visiting Vessels on Foreshore Mooring Facilities: The relaxation of the rule restricting the number of days that a boat can pay casual daily dues from three days to seven days in any calendar year, introduced in 2012/13, has proved to be very popular for occasional visitors and is recommended to continue.

2.1.9 Visiting Vessels Foreshore Mooring Discounts: The discount scheme for foreshore moorings introduced in 2012/13 has proved to be very popular, charges discounted by 50% from 1 October to 30 April, and should be continued.

2.1.10 Visiting Vessels Launched into the Estuary. The daily rate of harbour dues currently applies to all vessels from a canoe to an 8m RHIB with a large engine³. This is somewhat unfair and difficult to justify. It is proposed to reduce the daily dues for canoes, paddle boards, sail boards, sailing dinghies and vessels with engines up to 40hp to £5/day and increase the daily dues for vessels with engines over 40hp to £10/day.

³ 2013 Visiting vessel daily harbour dues £7.20.

- 2.1.11 **Taxi Charges:** The taxi plays an integral part of the operation of Salcombe Harbour and contributes considerably to the overall value for money for the services provided by the Harbour Authority and provides a viable option to individual tenders, thus addressing the ongoing congestion at Whitestrand. Taxi usage is approximately 21,000 passengers per year. As the taxi remains a self funding service, it is proposed to freeze taxi prices for a tenth consecutive year and continue the fare concessions⁴.
- 2.1.12 **Island Cruising Club:** On 28 March 2011 (**SH53/10**), the Board agreed to a proposal from the ICC regarding the moorings allocated to that organisation. The agreement was for the Harbour Authority to withdraw all of the facilities currently allocated to the Island Cruising Club at the end of the 2011/12 season. The Harbour Authority would then subsequently consider separate requests from the Island Cruising Club, the Egremont Trust and ICC Salcombe Ltd in November 2011 for the allocation of mooring facilities for the 2012/13 season. Upon re-allocation, the mooring licences were changed to harbour serviced moorings. The serviced moorings used directly by the charity, The Egremont Trust, would be offered at a discounted rate to the normal mooring charge. A discount of 75% on the charity's moorings was given in 2012/13, 70% in 2013/14, with the level of discount reducing by 5% annually until a discounted level of 50% is reached, this would be in 2017 when the level of discount would be reviewed again. The discount on the Egremont Charity Moorings will therefore be 65% for the 2014/15 season.
- 2.1.13 **Night Security Patrol:** In 2011 the Harbour Authority entered into a three year contract for the Night Security patrol. One of the terms of this contract was an annual increase in the contract price for the following two years; it is intended to take the option to extend the contract by one year. It is proposed to increase the security charge by 2%.
- 2.1.14 **Shellfish Store Boxes.** The Harbour Authority provides store box moorings for the use of fishermen to store their shellfish within the Harbour. There are currently 16 Store Box Moorings within the harbour but there are considerably more than 16 store boxes in use. The store boxes are often left blocking slipways and access to the Fish Quay. Removing store boxes which are causing an obstruction is difficult and risky because of their considerable weight and the value of the shellfish within the box. It is therefore proposed to introduce the requirement for store boxes to be registered and allocated an identification plate. It is proposed to charge a £10 administration charge for this service, which should result in an understanding of the number of store boxes in use and more easily identify the owner in the event of a problem with the box.

2.1.15 **Fish Quay Tender Pontoon.** The 2013 cost of a deep water berth on the fish quay pontoon, following a 12% increase was £64.41. This remains incredibly good value compared with the drying pontoon berths on the other Harbour Authority Pontoons in Salcombe which cost up to £368.52. For 2014/15 a further 12% increase is proposed, which would bring the price, inclusive of VAT to £72.14, 75% cheaper than the least expensive drying pontoon berth.

2.1.16 **Kingsbridge Pontoon Berths.** A number of years ago the charge for the Kingsbridge Pontoon berths was reduced compared to other estuary pontoons, because of the restricted access. Since this reduction in the charge the Kingsbridge Basin has been dredged to improve tidal access and access is now similar to the tidal access to the Salcombe Pontoons. Furthermore the facility is being upgraded to give finger berths to all facility holders which will accommodate vessels up to 2.3m beam and the facility is available 12 months of the year compared to 7 months in Salcombe. It is therefore proposed to align the pontoon berth charge at Kingsbridge to the charges levied for other harbour Authority facilities throughout the estuary. The increase in the mooring charge to the 2013/14 rates is £23.57 for a 2m beam boat and a reduction of £51.26 for a 2.3m beam boat.

2.1.17 **All other categories:** It is proposed to increase all other categories of Harbour charges and dues by 2% (see Appendix A). It is estimated that all of the detailed changes will generate in the region of £14,400 additional income, covering the anticipated deficit in the budget.

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). Harbour Act 1964
- 3.2 The Harbour Authority has a wide discretion under the Order Act as amended by the Harbour Act 1964 to demand, take and recover dues from ships, passengers and goods arriving at Salcombe or using harbour facilities.

4. FINANCIAL IMPLICATIONS

- 4.1 The proposed budget for 2014/15 has a shortfall of £14,400. To fund this shortfall requires an increase to most Harbour Fees and Charges of 2%.

5. RISK ASSESSMENT

5.1 The risk management implications are:

Risk/Opportunity	Risk Status			Mitigating and Management Actions
	Impact/Severity	Likelihood/Probability	Risk Score	
The Harbour Authority must raise sufficient funds from the levy of Harbour Dues to ensure the Statutory functions are fulfilled. Inflation exceeds the anticipated levels and or the pay award is greater than anticipated and the harbour budget goes into deficit.	3	2	6	Harbour Revenue Reserve account would have to underwrite the deficit.

Corporate priorities engaged:	CP2: Good Jobs CP3: Retain the districts character CP4: A clean district CP5: An accessible Council CP6: Value for money
Consideration of equality and human rights:	There are no equality or human rights issues with this report
Biodiversity considerations:	The budget for the operation of the harbour underpins all the biodiversity initiatives supported by the Harbour Authority
Sustainability considerations:	The budget for the operation of the harbour underpins the sustainability of the harbour and its operations.
Crime and disorder implications:	The budget finances a security patrol within the Harbour limits.
Background Papers:	Strategic Business Plan 2012-2017 dated 26 March 2012. Financial Services Working papers SH 53/10 ICC Moorings
Appendices attached:	1. Proposed Salcombe Harbour Board Charges 2014/15.

Ian Gibson
Harbour Master

Salcombe Harbour Board
23 September 2013

APPENDIX A - SALCOMBE HARBOUR - PROPOSED CHARGES FOR 2014/2015 (excluding VAT)

DETAIL	2013/14 NET RATE £	Calculated 2014/15 increases based on a 2% increase					Proposed Charges for 2014/15				
		Proposed Increase %	Increase £	NET RATE £	VAT 20% £	Gross Charge £	ROUNDED NET RATE £	VAT 20% £	Gross Charge £	Actual Increase %	
Section A											
Canoes, kayaks, Sailboards, Stand Up Paddle Boards and rowing boats	£8.67	2.00%	0.17	8.84	1.77	£10.61	£10.60	8.83	1.77	10.60	1.85%
Sailing dinghies and any vessel without an engine upto 4.5 metres in length	£17.33	2.00%	0.35	17.68	3.54	£21.22	£21.20	17.67	3.53	21.20	1.96%
Dues up to 4.5 m	£25.33	2.00%	0.51	25.84	5.17	£31.01	£31.00	25.83	5.17	31.00	1.97%
Over 4.5 m	£19.17	2.00%	0.38	19.55	3.91	£23.46	£23.50	19.58	3.92	23.50	2.14%
High Powered Craft up to 4.5 m	£38.00	2.00%	0.76	38.76	7.75	46.51	£46.50	38.75	7.75	46.50	1.97%
Over 4.5 m	£28.75	2.00%	0.58	29.33	5.87	35.20	£35.25	29.38	5.87	35.25	2.19%
Daily Charge (Maximum 7 days) All craft without engine or engine under 40hp	£6.00	2.00%	0.12	6.12	1.22	7.34	£5.00	4.16	0.84	5.00	-30.67%
Daily Charge (Maximum 7 days) All craft with engines over 40HP	£6.00	2.00%	0.12	6.12	1.22	7.34	£10.00	8.33	1.67	10.00	38.83%
Daily dues	£0.75	0.00%	0.00	0.75	0.15	0.90		0.75	0.15	0.90	0.00%
Daily mooring and dues	£1.54	0.00%	0.00	1.54	0.31	1.85		1.54	0.31	1.85	0.00%
Weekly dues	£4.21	0.00%	0.00	4.21	0.84	5.05	£4.50	3.75	0.75	4.50	-10.93%
Weekly mooring and dues	£8.42	0.00%	0.00	8.42	1.68	£10.10	£9.25	7.70	1.55	9.25	-8.55%
Part Day	£4.42	0.00%	0.00	4.42	0.88	£5.30	£5.50	4.58	0.91	5.50	3.62%
Whitestrاند and Normandy Town Landing + 25%								1.90	0.38	2.28	
SECTION B Commercial Passenger Vessels - visiting											
per metre	£0.83	2.00%	0.02	0.85	0.17	1.02		0.85	0.17	1.02	2.41%
plus per passenger landed	£0.53	2.00%	0.01	0.54	0.11	0.65		0.54	0.11	0.65	1.89%
SECTION C											
Merchant Vessels under 100 tons	£0.47	2.00%	0.01	0.48	0.10	0.58		0.48	0.10	0.58	2.13%
Over 100 tons	£0.54	2.00%	0.01	0.55	0.11	0.66		0.55	0.11	0.66	1.85%
SECTION D											
Hull boats up to 4.5 metres	£50.67	2.00%	1.01	51.68	10.34	£62.02	£62.00	51.67	10.33	62.00	1.97%
Over 4.5 metres	£38.33	2.00%	0.77	39.10	7.82	£46.92	£47.00	39.17	7.83	47.00	2.19%
SECTION E											
Tugs	£23.41	2.00%	0.47	23.88	4.78	28.66		23.88	4.78	28.66	2.01%
SECTION F											
Laying up Merchant Vessels ashore	£15.09	2.00%	0.30	15.39	3.08	17.58		15.39	3.08	17.58	1.99%
Laying up Merchant Vessels afloat	£0.93	2.00%	0.02	0.95	0.19	1.14		0.95	0.19	1.14	2.15%
SECTION G											
Goods shipped	£1.40	2.00%	0.03	1.43	0.29	1.72		1.43	0.29	1.72	2.14%
SECTION H											
Foreshore mooring licence	£5.83	2.00%	0.12	5.95	1.19	7.14	£7.15	5.96	1.19	7.15	2.23%
(Minimum charge payable)	x6 £35.00	2.00%	0.70	35.70	7.14	42.84	£42.90	35.75	7.15	42.90	2.14%
Boatyard Mooring Charge/metre	£8.75	2.00%	0.18	8.93	1.79	10.72	£10.70	8.92	1.78	10.70	1.94%
(Minimum charge payable)	x6 £52.50	2.00%	1.05	53.55	10.71	64.26	£64.20	53.50	10.70	64.20	1.90%
Deep Water mooring licence	£8.08	2.00%	0.16	8.24	1.65	9.89	£9.90	8.25	1.65	9.90	2.10%
(Minimum charge payable)	x6 £48.50	2.00%	0.97	49.47	9.89	59.36	£59.40	49.50	9.90	59.40	2.06%
Boatyard Mooring Charge/metre	£12.12	2.00%	0.24	12.36	2.47	14.83	£14.90	12.42	2.48	14.90	2.48%
(Minimum charge payable)	x6 £72.75	2.00%	1.46	74.21	14.84	89.05	£89.40	74.50	14.90	89.40	2.41%

APPENDIX A - SALCOMBE HARBOUR - PROPOSED CHARGES FOR 2014/2015 (excluding VAT)

DETAIL	2013/14 NET RATE £	Calculated 2014/15 increases based on a 2% increase					Proposed Charges for 2014/15				
		Proposed Increase %	Increase £	NET RATE £	VAT 20% £	Gross Charge £	ROUNDED	NET RATE £	VAT 20% £	Gross Charge £	Actual Increase %
SECTION I											
Laying up private vessels	£10.12	2.00%	0.20	10.32	2.06	12.38		10.32	2.06	12.38	1.98%
SECTION J - Crime Prevention charges											
Category 1	£4.70	2.00%	0.09	4.79	0.96	£5.75		4.79	0.96	5.75	1.91%
Category 2	£30.85	2.00%	0.62	31.47	6.29	£37.76		31.47	6.29	37.76	2.01%
Category 3	£13.07	2.00%	0.26	13.33	2.67	£16.00		13.33	2.67	16.00	1.99%
SECTION K - Whitestrand Pontoon Licence (Resident Commercial)											
Category A	£211.60	2.00%	4.23	215.83	43.17	259.00		215.83	43.17	259.00	2.00%
Category A1	£423.19	2.00%	8.46	431.65	86.33	517.98		431.65	86.33	517.98	2.00%
Category A2	£1,692.69	2.00%	33.85	1,726.54	345.31	2,071.85		1,726.54	345.31	2,071.85	2.00%
Category B	£423.19	2.00%	8.46	431.65	86.33	517.98		431.65	86.33	517.98	2.00%
Category B1	£846.33	2.00%	16.93	863.26	172.65	1,035.91		863.26	172.65	1,035.91	2.00%
Category B2	£3,385.37	2.00%	67.71	3,453.08	690.62	4,143.70		3,453.08	690.62	4,143.70	2.00%
Category C	£846.33	2.00%	16.93	863.26	172.65	1,035.91		863.26	172.65	1,035.91	2.00%
Category C1	£1,692.69	2.00%	33.85	1,726.54	345.31	2,071.85		1,726.54	345.31	2,071.85	2.00%
SECTION L											
Mooring Advertising Boards at Whitestrand	£49.47	2.00%	0.99	50.46	0.00	50.46		50.46	0.00	50.46	2.00%
<u>Mooring Hire Deep Water</u>											
Above Tosnos	£53.27	2.00%	1.07	54.34	10.87	£65.21		54.34	10.87	65.21	2.01%
(Minimum charge payable)	=Cx7.5	2.00%	7.99	407.52	81.50	£489.02	£489.02	407.52	81.50	489.02	2.00%
Boatyard Above Tosnos	£79.91	2.00%	1.60	81.51	16.30	£97.81	£81.51	81.51	16.30	97.81	2.00%
(Minimum charge payable)	=Dx7.5	2.00%	11.99	611.32	122.26	£733.58	£611.33	611.33	122.27	733.60	2.00%
All other areas including pontoons	£63.39	2.00%	1.27	64.66	12.93	£77.59		64.66	12.93	77.59	2.00%
(Minimum charge payable)	=Ex7.5	2.00%	9.51	484.94	96.99	£581.93	£484.95	484.95	96.99	581.94	2.00%
Boatyard Mooring	£95.09	2.00%	1.90	96.99	19.40	£116.39		96.99	19.40	116.39	2.00%
(Minimum charge payable)	=Fx7.5	2.00%	14.26	727.44	145.49	£872.93	£727.43	727.43	145.49	872.92	2.00%
<u>Mooring Hire Foreshore</u>											
Visitors per day	£11.17	2.00%	0.22	11.39	2.28	13.67	£13.40	11.17	2.23	13.40	0.00%
Visitors per week	£61.50	2.00%	1.23	62.73	12.55	75.28	£73.80	61.50	12.30	73.80	0.00%
Resident	£38.20	2.00%	0.76	38.96	7.79	46.75		38.96	7.79	46.75	1.99%
(Minimum charge payable)	=Gx4.5	2.00%	3.44	175.34	35.07	£210.41	£175.32	175.32	35.06	210.38	1.99%
Boatyard Mooring	£57.30	2.00%	1.15	58.45	11.69	£70.14		58.45	11.69	70.14	2.01%
(Minimum charge payable)	=Hx4.5	2.00%	5.16	263.01	52.60	£315.61	£263.03	263.03	52.61	315.64	2.01%
Batson & Victoria Quay Pontoon (per season)											
Single Category max 2.0 metre wide berth	£240.67	2.00%	4.81	245.48	49.10	294.58		245.48	49.10	294.58	2.00%
Category 4 - 2.3 metre wide berth (Batson Only)	£307.10	2.00%	6.14	313.24	62.65	375.89		313.24	62.65	375.89	2.00%
Boatyard Mooring - 2.0 metre wide berth	£360.99	2.00%	7.22	368.21	73.64	441.85		368.21	73.64	441.85	2.00%
Boatyard Mooring - 2.3 metre wide berth	£460.66	2.00%	9.21	469.87	93.97	£563.84		469.87	93.97	563.84	2.00%

APPENDIX A - SALCOMBE HARBOUR - PROPOSED CHARGES FOR 2014/2015 (excluding VAT)

DETAIL	2013/14 NET RATE £	Calculated 2014/15 increases based on a 2% increase					Proposed Charges for 2014/15				
		Proposed Increase %	Increase £	NET RATE £	VAT 20% £	Gross Charge £	ROUNDED	NET RATE £	VAT 20% £	Gross Charge £	Actual Increase %
Shadycombe pontoons (annual)											
Category 2	£207.42	2.00%	4.15	211.57	42.31	253.88		211.57	42.31	253.88	2.00%
Category 3	£240.67	2.00%	4.81	245.48	49.10	294.58		245.48	49.10	294.58	2.00%
Category 4	£306.91	2.00%	6.14	313.05	62.61	375.66		313.05	62.61	375.66	2.00%
Boatyard Category 2	£311.13	2.00%	6.22	317.35	63.47	380.82		317.35	63.47	380.82	2.00%
Boatyard Category 3	£360.99	2.00%	7.22	368.21	73.64	441.85		368.21	73.64	441.85	2.00%
Boatyard Category 4	£460.66	2.00%	9.21	469.87	93.97	563.84		469.87	93.97	563.84	2.00%
Kingsbridge Pontoon											
Berth Charge - Cat 3	£221.41	2.00%	4.43	225.84	45.17	271.01		245.48	49.10	294.58	10.87%
Berth Charge Cat 4	£282.55	2.00%	5.65	288.20	57.64	345.84		245.48	49.10	294.58	-13.12%
Boatyard Category 3	£332.08	2.00%	6.64	338.72	67.74	406.46		368.21	73.64	441.85	10.88%
Boatyard Category 4	£423.82	2.00%	8.48	432.30	86.46	518.76		368.21	73.64	441.85	-13.12%
Shadycombe Mooring Rental	£128.01	2.00%	2.56	130.57	26.11	156.68		130.57	26.11	156.68	2.00%
Fish Quay Pontoon	£53.68	12.00%	6.44	60.12	12.02	72.14		60.12	12.02	72.14	12.00%
Whitestrand Boat Park	£130.29	2.00%	2.61	132.90	26.58	159.48		132.90	26.58	159.48	2.00%
Water Taxi Charges											
City fare from any point	£0.50	0.00%	0.00	0.50		£0.50		0.50	0.00	0.50	0.00%
Adult Fares											
Off Town	£1.50	0.00%	0.00	1.50		1.50		1.50	0.00	1.50	0.00%
The Bag	£2.00	0.00%	0.00	2.00		2.00		2.00	0.00	2.00	0.00%
Trips to and from areas above Tosnos Point	£3.00	0.00%	0.00	3.00		3.00		3.00	0.00	3.00	0.00%
Minimum charge outside normal hours	£20.00	0.00%	0.00	20.00		20.00		20.00	0.00	20.00	0.00%
Discount 20x Water Taxi Tickets											
Off Town	£20.00	0.00%	0.00	20.00		20.00		20.00	0.00	20.00	0.00%
The Bag	£30.00	0.00%	0.00	30.00		30.00		30.00	0.00	30.00	0.00%
Trips to and from areas above Tosnos Point	£40.00	0.00%	0.00	40.00		40.00		40.00	0.00	40.00	0.00%
Whitestrand Pontoon Charge July & August											
Residents & Visitors Per Month	£27.08	2.00%	0.54	27.62	5.52	£33.14	£33.15	27.63	5.52	33.15	2.03%

APPENDIX A - SALCOMBE HARBOUR - PROPOSED CHARGES FOR 2014/2015 (excluding VAT)

DETAIL	2013/14 NET RATE £	Calculated 2014/15 increases based on a 2% increase					Proposed Charges for 2014/15				
		Proposed Increase %	Increase £	NET RATE £	VAT 20% £	Gross Charge £	ROUNDED	NET RATE £	VAT 20% £	Gross Charge £	Actual Increase %
Harbour Authority Services charges											
Barge Hire Minimum 4 hours	£531.22	2.00%	10.62	541.84	108.37	650.21	541.84	108.37	650.21	2.00%	
Barge Hire Per Day	£1,062.43	2.00%	21.25	1,083.68	216.74	1,300.42	1,083.68	216.74	1,300.42	2.00%	
Barge Hire per week	£5,312.16	2.00%	106.24	5,418.40	1,083.68	6,502.08	5,418.40	1,083.68	6,502.08	2.00%	
Launch hire minimum 1 hour	£66.40	2.00%	1.33	67.73	13.55	81.28	67.73	13.55	81.28	2.00%	
Launch Hire per day	£531.22	2.00%	10.62	541.84	108.37	650.21	541.84	108.37	650.21	2.00%	
Launch Hire per week	£2,656.08	2.00%	53.12	2,709.20	541.84	3,251.04	2,709.20	541.84	3,251.04	2.00%	
Launch routine towage (less than 30 mins)	£25.50	2.00%	0.51	26.01	5.20	31.21	26.01	5.20	31.21	2.00%	
FLT hire minimum 1 hour	£66.40	2.00%	1.33	67.73	13.55	81.28	67.73	13.55	81.28	2.00%	
FLT Hire per day	£531.22	2.00%	10.62	541.84	108.37	650.21	541.84	108.37	650.21	2.00%	
FLT Hire per week	£2,656.08	2.00%	53.12	2,709.20	541.84	3,251.04	2,709.20	541.84	3,251.04	2.00%	
FLT Small task (less than 30 mins)	£25.50	2.00%	0.51	26.01	5.20	31.21	26.01	5.20	31.21	2.00%	
Crane Hire minimum 1 Hours	£90.37	2.00%	1.81	92.18	18.44	110.62	92.18	18.44	110.62	2.00%	
Crane Hire per day	£722.98	2.00%	14.46	737.44	147.49	884.93	737.44	147.49	884.93	2.00%	
Crane hire per week	£3,614.88	2.00%	72.30	3,687.18	737.44	4,424.62	3,687.18	737.44	4,424.62	2.00%	
Hourly rate for additional member of staff	£23.97	2.00%	0.48	24.45	4.89	29.34	24.45	4.89	29.34	2.00%	
Salcombe Town Landings - Electricity	£2.55	2.00%	0.05	2.60	0.52	3.12	2.60	0.52	3.12	1.96%	
Winter Storage Afloat 1 Oct to 31 March			Annual Dues + 50% Annual Mooring								

NOT FOR PUBLICATION

This report contains exempt information as defined in
Paragraph 3 of Part 1 of
Schedule 12A to the Local Government Act 1972
(applies to Appendix 4 only)

AGENDA
ITEM

10

SOUTH HAMS DISTRICT COUNCIL

AGENDA
ITEM

10

NAME OF COMMITTEE	Salcombe Harbour Board
DATE	23 September 2013
REPORT TITLE	Kingsbridge Berthing Improvements Project – Progress Report
REPORT OF	Salcombe Harbour Master
WARDS AFFECTED	All South Hams

Summary of report:

To update the Harbour Board on progress with the Kingsbridge Berthing Improvements Project.

Financial implications:

The financial implications are described at Appendix 4.

RECOMMENDATIONS:

That the Harbour Board RESOLVES to recommend to Council to replace the previously approved requirement for a £50,000 loan with funds from the Harbour's General Reserve.

Officer contact:

Ian Gibson – 01548 843791 (Internal 7104)

1. BACKGROUND

- 1.1 The Harbour Board recommended the project be progressed in November 2012 (SH35/12).
- 1.2 The contract was awarded to Walcon Marine Ltd in March 2013, subject to the successful award of Planning Permission and Marine management Organisation Licence.
 - 1.2.1 Planning Permission was granted on 7 June 2013.
 - 1.2.2 The MMO Licence was issued on 8 July 2013 with conditions.

2. **MMO Licence Conditions.** The following conditions were attached to the MMO Licence and need to be fulfilled in order to comply with the Licence.

2.1 Prior to the commencement of works:

- 2.1.1 A Historic Environment Impact Assessment is undertaken by a suitable heritage professional, and submitted to the MMO for approval by English Heritage four weeks before commencing the work. This is to clarify the potential of this location to include significant heritage assets.
- 2.1.2 To identify and agree with natural England which moorings are to be removed from within the Salcombe and Kingsbridge SSSI. This is to ensure suitable mitigation to counteract the increased area of mudflat which will be covered as a result of the works.

2.2 During the Works:

- 2.2.1 To use coatings and treatments that are suitable for the marine environment and that HSE and EA pollution prevention guidelines are followed. This is to ensure that hazardous chemicals that may be toxic, persistent or bioaccumulative are not released into the marine environment and are used appropriately.
- 2.2.2 To use bunding and or storage facilities to contain and prevent the release of fuels, oils and or chemicals associated with the plant. This is to prevent marine pollution incidents by adopting best practice techniques.
- 2.2.3 To report any fuel, oil or chemical spills to the MMO Marine Pollution Response Team. This is to ensure that any spills are appropriately recorded and managed to minimise impact to sensitive receptors and the general marine environment.

- 2.2.4 The contractor must ensure soft-start procedures are used. This is to allow mobile sensitive receptors to move away from the noise source, and reduce the likelihood of exposing the animal to sounds which may cause injury.
- 2.2.5 The works and any temporary works are to be marked and lighted in accordance with the requirements of Trinity House.
- 2.2.6 Machinery is not to be stored on the foreshore. This is to reduce the risk of pollution.
- 2.2.7 No waste concrete slurry or wash water from concrete or cement works to be discharged into the marine environment. This is to avoid damage to the marine environment.

2.3 Upon completion of the works:

- 2.3.1 All equipment and temporary structures is to be removed within 6 weeks of completion of the works. This is to prevent the accumulation of unlicensed materials.
- 2.3.2 The District Marine office is to be notified of completion of the works within 10 days of completion. This is to keep the MMO informed of progress.

3. Way Ahead

3.1 Complying with the MMO Licence Conditions.

- 3.1.1 A Consultant has been engaged to prepare the Historic Environment Impact Assessment (HEIA). This should be completed and lodged with the MMO by Early September HEIA at Appendix 1.
 - 3.1.1.1 This condition was fulfilled to the satisfaction of English Heritage and the MMO on 29 August 2013.
- 3.1.2 In the MMO Licence application the Harbour Authority offered to remove 6 swinging moorings to mitigate the small loss of intertidal foreshore caused by the increased area of pontoon within the new pontoon system. It is proposed to remove 2 from South Sands and four from Frogmore, submission to NE at Appendix 2.
 - 3.1.2.1 This condition was fulfilled to the satisfaction of natural England and the MMO on 21 August 2013.

3.1.3 The conditions imposed during the works will be fulfilled in cooperation with the Contractor.

3.2 Changes to the Licence.

3.2.1 It is proposed to change the pontoon bridge landing arrangements on the Kingsbridge Quay. The original design relied upon a concrete base for the bridge to attach and pivot upon, however, this was considered too intrusive to the existing quay wall.

3.2.2 The alternative proposal, described at Appendix 3, was put to the MMO as a Licence Variation Request, was approved on 12 August 2013. The bridge will be supported on two additional piles, close to the quay wall, making the bridge completely separate and self supporting, not requiring any intrusive works on the quay.

3.3 Construction Works.

3.3.1 An order for the works will be placed with Walcon Marine Ltd once all the licence conditions have been met, at time of writing this is only the HEIA, which has been presented to the MMO and awaits comment by English Heritage.

3.3.2 Berth holders will be contacted to make arrangements to facilitate the works.

3.3.3 Work on site are planned to commence in January 2014. The first task will be for the Harbour Authority to remove the existing pontoon, all of the ground chains and the wall ladders. This should be complete by mid January 2014.

3.3.4 The contractor will be on site from late January for about 4 weeks.

3.3.5 The completed pontoon system will be available for use from 1 April 2014.

4. LEGAL IMPLICATIONS

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

4.2 An assessment has been carried out as to whether the public interest in withholding the information at Appendix 4 outweighs the public interest in disclosing it. It is considered that with regards to Appendix 4, the public interest lies in non-disclosure due to commercially sensitive information.

5. FINANCIAL IMPLICATIONS

5.1 The financial implications are detailed at Appendix 4 (Exempt).

6. RISK MANAGEMENT

6.1 The risk management implications are:

Risk/Opportunity	Risk Status			Mitigating and Management Actions
	Impact/ Severity	Likelihood/ Probability	Risk Score	
Failure to fulfil the conditions of the MMO Licence.	3	2	6	Consultant appointed to produce HEIA. Negotiations will NE underway with an offer of moorings to be removed.

7. 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 Kingsbridge Berthing Options Consultation Document.
Appendices attached:	1. HEIA. 2. Mooring Mitigation Submission to NE. 3. Revised Bridge Arrangements 4. Budget for Kingsbridge Project (Exempt).

This page is intentionally left blank

Kingsbridge Berthing Improvements

Archaeological Desk-Based Assessment



SOUTH VIEW OF KINGSBRIDGE, FROM THE ESTUARY.

Prepared by Tom Cousins, Mike Allen and Dave Parham

Dave Parham

Four Dells Bungalow, Otterbourne, Winchester, Hants, SO21 2DY (Tel: 07733 206272)

AEA: Allen Environmental Archaeology



Redroof, Green Road, Codford St. Peter, WARMINSTER, Wiltshire, BA12 0NW (Tel: 07828 103454)

Title:	Kings
Author(s):	Tom Cousins, tcousins@gmail.com Mike Allen, <i>AEA Environmental</i>
Derivation:	
Origination Date:	26/06/13
Reviser(s):	Dave Parham
Date of last revision:	16/08/2013
Version:	1.0
Status:	Final
Summary of Changes:	
Circulation:	Internal, Client, English Heritage
File Name/Location:	.../Kingsbridge/dba_Kings.docx
Approval:	

Non-Technical Summary

Dave Parham was commissioned by Salcombe Harbour Masters to undertake an archaeological desk based assessment of the area around Square’s Quay in Kingsbridge, Devon.

The archaeological assessment has shown the development of the area from prehistory to the present day; however the development area is confined and is unlikely to impact on any archaeology in the area.

The area has traditionally been used for navigation and trade, therefore any obstruction is likely to have a negative impact on its use and the area would have been kept clear making it highly unlikely that any remains of vessels or other archaeological features would be present in the development area.

Borehole records examined in the area have shown the geoarchaeological or palaeo-environmental potential of Kingsbridge to be low.

Acknowledgements

Thanks to Hugh Beamish and Vanessa Straker from English heritage for their useful comments.

Contents

Non-Technical Summary	iii
Acknowledgements.....	iii
Contents.....	iii
1 Introduction	1
1.1 Site Background	1
1.2 Site Location.....	1
1.3 Geology & Environment.....	3
2 Aims and Objectives.....	3
3 Methodology.....	4
3.2 Coordinate Systems	4
3.3 Sources.....	4
4 Summary of Results	4
4.1 Historical Background	4
Prehistory (500,000BC-43AD)	4
Roman (43-410AD).....	5
Early Medieval (410-1066AD)	5
Medieval (1066-1540).....	5
Post-Medieval (1540-1901)	5

Modern (1901-Onwards)	6
4.2 Cartographical Background.....	6
4.3 Known Archaeological Sites	7
4.4 Potential Sites	7
4.5 Extent of Previous Dredging	8
5 Geoarchaeological and palaeo-environmental potential	8
5.1 Existing Borehole Data	8
5.2 Summary benchmark statement: Geology and seabed topography.....	8
5.3 Assessment of Borehole Data	9
5.4 Presence and thickness of Holocene fine-grained deposits and peat.....	9
5.5 Character of Holocene fine-grained deposits and peat.....	10
5.6 Potential.....	10
The regional background	10
Geoarchaeological and Palaeo-environmental Potential	11
6 Impacts.....	11
7 Conclusions	11
7.1 Recommendation for mitigation.....	11
7.2 Geoarchaeological	12
8 Summary of Sources Used	12
9 Archive Location.....	12
10 Bibliography	12
11 Illustrations	14
12 Appendix 1 Summary of Archaeological Sites.....	19

1 Introduction

1.1 Site Background

- 1.1.1 This document forms an archaeological desk-based assessment (DBA) prepared by Dave Parham and Tom Cousins for the development area in Kingsbridge, Devon.
- 1.1.2 The purpose of this DBA is to assess if the proposals have the potential to impact on recorded and previously unrecorded heritage assets and assess the significance of these assets and suggest any mitigation.
- 1.1.3 The DBA has been written to comply with the archaeological conditions of the MMO license (Licence Number MLA/2013/00110). This document has been written in accordance with the IfA Standard and Guidance for historic environmental desk-based assessment (IfA, 2011).
- 1.1.4 The MMO Licence requires that *The License Holder must ensure that a Historic Environmental Impact Assessment is undertaken by a suitable heritage professional, and submitted to the MMO for approval by English Heritage four weeks before commencing the work. To clarify the potential of this location to include significant heritage assets.*

1.2 Site Location

- 1.2.1 The site is located at the far north of the Kingsbridge Estuary at Squares Quay in Kingsbridge with in the district of the South Hams.

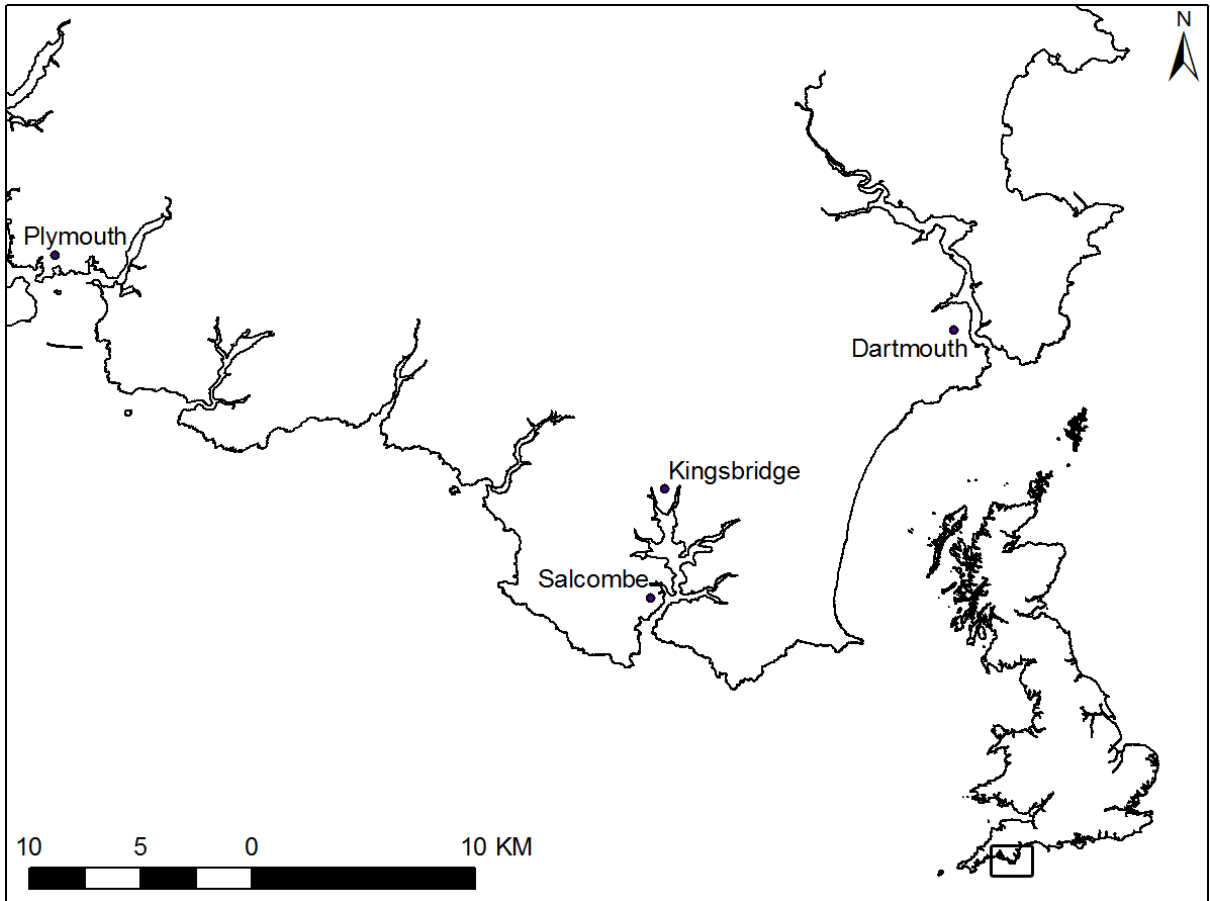


Figure 1. Location of Kingsbridge (Contains Ordnance Survey data © Crown copyright and database right 2013)

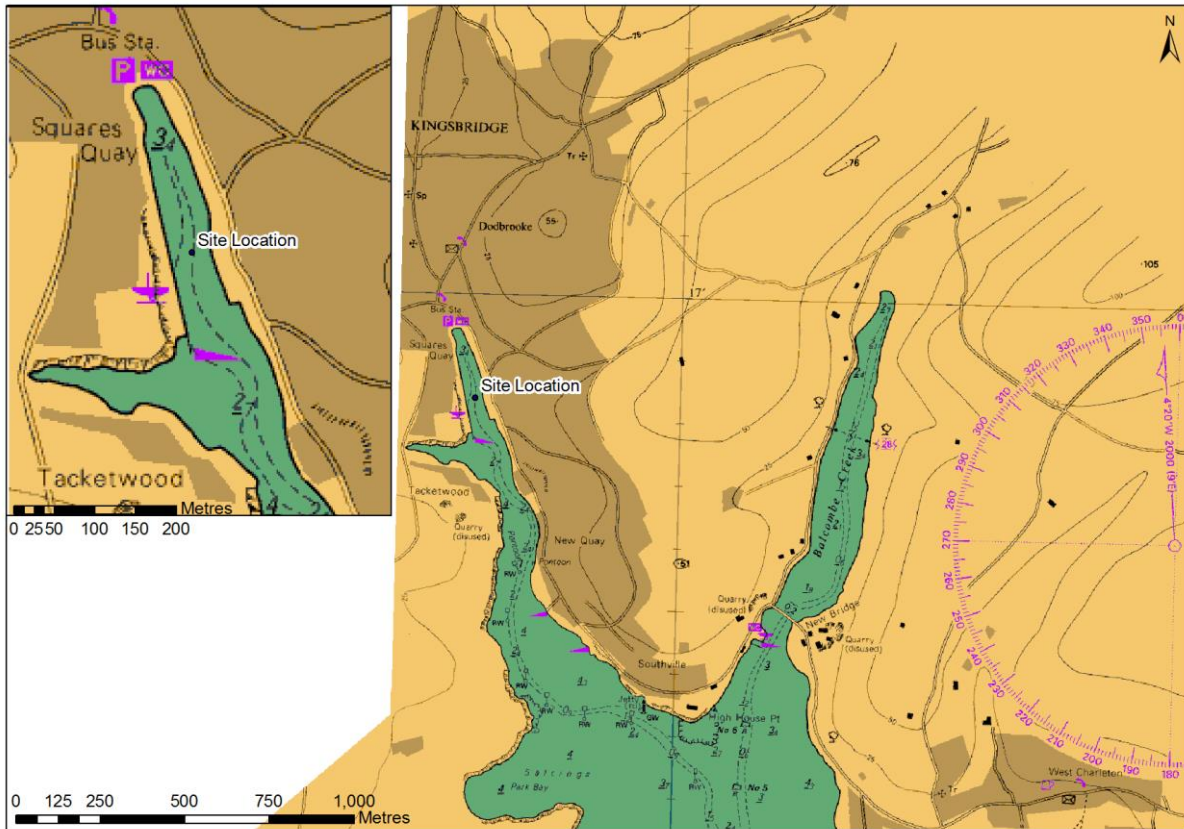


Figure 2. Site Location on Chart 0028 (© Crown Copyright All Rights Reserved. Licence No. 114455. Not to be Used for Navigation)

1.2.2 The site is within the South Devon Area of Natural Beauty, as well as being a Site of Special Scientific Interest, Local Nature Reserve and part of the South Devon Heritage Coast (Salcombe-Kingsbridge Estuary Conservation Forum, 2005).

1.3 Geology & Environment

1.3.1 Kingsbridge estuary is an 8.3 km long dendritic Ria (drowned River Valley) situated on the coast of South Devon between the towns of Salcombe and Kingsbridge. It consists of an area of land and water totalling 674 ha, 446ha of which is intertidal, with a coastline measuring 48.6 Km at high water. The estuary forms a natural well sheltered shallow harbour, less than 12.5m deep and is subject to a tidal range of between 6.0m (Astronomical) and 1.1m (neap) (Parham, 2006).

1.3.2 The underlying geology of the survey area (Plate 2) is Lower Devonian Rocks, made up of a complex of Mudstone, Siltstone and Sandstone. Inside the estuary there are superficial deposits of Alluvium made up of Clay, Silt and Sand (Hesketh, 2006). The geology of the area is expanded in section 5.2.

2 Aims and Objectives

2.1.1 The aims and objectives of this document are to:

- Asses Data from existing boreholes, if any

- Assess the extent and depth of any previous dredging, using logs where available
- Assess assets that might be recorded on heritage databases, for example the County HER
- Assess any other data that might be available and which would clarify the potential presence of, for example, peat, old land surfaces, undisturbed sediments
- Produce a basic map regression
- Produce an impact assessment comparing the proposals against the known and potential resource
- Produce an outline of potential mitigation options

3 Methodology

3.1.1 This methodology will follow the IfA Standard and Guidance for historic environmental desk-based assessment (IfA, 2011).

3.2 Coordinate Systems

3.2.1 The Coordinate systems used throughout this report will be the Ordnance Survey British National Grid, (BNG).

3.3 Sources

3.3.1 The following sources were consulted for this DBA:

- Devon Historic Environmental Record
- National Monuments Record
- Historic Charts and Maps.
- Local Museum Records
- Secondary sources relating to historic activity in the study area

4 Summary of Results

4.1 Historical Background

4.1.1 See Plate 3 for a map of the sites mentioned in the text.

Prehistory (500,000BC-43AD)

4.1.2 Evidence for prehistoric occupation of the Kingsbridge area is lacking, with the majority of early prehistoric find spots revealing a “pattern of human activity along the coast and inland.” (Born, 1986, p. 8) By the Bronze Age a “a ribbon of relatively rich survival running along the coastal strip between Bolt Head and Prawle Point” (Needham, et al., 2013, p. 19) but nothing of significance inland where the evidence for occupation tend to occur along the rivers reaching out into Dartmoor rather than the Kingsbridge Ria with its small catchment area. An Iron Age Hill Fort exist to the south of Kingsbridge at Burleigh Dolts, South Huish, (DeHER: MDV7224) with recent geophysics suggesting that there could be further prehistoric features in the area (Wilkes, 2006).

Roman (43-410AD)

4.1.3 It is thought that the roman presence in Britain “had less influence on the far south west than elsewhere” (Born, 1986, p. 11). Exeter was the principle Romano-British town in the South West but evidence does exist for Roman Influence in the region, such as a roman coin found in Kingsbridge (**DeHER: MDV58851**) and Roman Pottery in Salcombe (Born, 1986). Within the South Hams there is possible evidence of a possible Roman fort at Oldaport (**NMR: 441015**) on the Erme Estuary and at Bantham on the Avon (**NMR: SX64SE21**). More conclusive evidence for Roman occupation in the region comes from the enclosures at Mount Folly, near Bigbury on the River Avon (**DeHER: MDV40102**) opposite Bantham. On-going investigations suggest that the area had “strong Roman trading links in southwest England” (Griffith & Wilkes, 2006)

Early Medieval (410-1066AD)

4.1.4 Kingsbridge first appears as ‘Cinges bricge’ in a 962 Anglo-Saxon charter for land at Sorely in Churchstow (Baker & Brookes, 2013). Haslam (1984) suggests that Kingsbridge was setup as a new burh of Edward the Elder, set up in the first decade of the 10th Century (**NMR: SX74SW91**). Haslam Suggests that the Church of St. Edmund’s Church was built outside the walls of the burh after the construction of the burgh, although archaeological evidence point to the church being built in the 11th -12th century (**DeHER: MDV7241**). It should be noted that so far no archaeological evidence has been uncovered to support this theory.

Medieval (1066-1540)

4.1.5 The Domesday Book of 1086 does not mention Kingsbridge although Dodbrooke appears as ‘Dodesbroch’ (Kingsbridge History Society, 2011).

4.1.6 By the 12th century Kingsbridge and Dodbrooke became the collection point for the agricultural products produced in the surrounding area (Oswald, 1985). The town was owned by the Abbots of Buckfast who developed the town into an outlet for the corn and wool produced in the estate. A market was obtained in 1219 and borough status in 1238. Dodbrooke followed suite gaining a market 1257 and reckoned to be a borough by 1319 (**NMR: SX74SW64**). Kingsbridge also gained the right to hold an annual fair in 1461.

4.1.7 Shipbuilders in the Kingsbridge Estuary were providing ships for the crown as early as 1310 for Edward II war against Scotland where they were directed to aid Dartmouth to maintain a ship and crew. These were principally built in Portlemouth who provided ships throughout the 14th century (Born, 1986).

Post-Medieval (1540-1901)

4.1.8 Following the Dissolution of the Monasteries in 1538, Buckfast Abby was forced to give up its lands and the town passed into private hands (Kingsbridge History Society, 2011). With the superior port of Plymouth and Dartmouth in combination with poor roads Kingsbridge stagnated concentrating on exporting its agricultural products locally rather than looking further afield (Oswald, 1985). By 1572 century Kingsbridge only had one ship over 100 tons, but a 1586 town plan showed the town to be well developed (Oswald, 1985). This is reflected in the ships built for the Newfoundland cod trade where “virtually no mention

occurs of Kingsbridge-Salcombe ships” taking part in the trade whereas the other ports in region are heavily involved (Born, 1986, p. 74).

- 4.1.9 The Napoleonic wars increased demand for local products and ships which Kingsbridge capitalised on with the quays trading in wood for shipbuilding (Oswald, 1985). By the end of the wars Britain had become the dominant sea power and Kingsbridge and Salcombe played a notable part in the import of fruit (Born, 1986). Between 1800 and 1880 250 ships were built in the estuary 50 of which were built in Kingsbridge (Oswald, 1985).
- 4.1.10 The primary type of ship built in the estuary was the top-sail schooner, a fast ship designed for the fruit trade between the Azores and London. The trade reached its peak in 1860 but began to decline throughout the 1870s before virtually vanishing by the 1880s when the fruit crop was hit by disease and sail gave way to steam (Oswald, 1985).
- 4.1.11 Dodbrooke and Kingsbridge amalgamated into one settlement in 1893.

Modern (1901-Onwards)

- 4.1.12 The Railway reached Kingsbridge in 1893 which allowed for a reliable overland communication link for the town and its surrounding areas with a direct line to London (Burner, 1979). The traffic on the line reduced in 1935 to mainly summertime visitors but freight traffic remained substantial until total closure of the line on 16th September 1963 **(NMR: 444712)**.
- 4.1.13 The timber trade continued in the early part of the 20th century at Squares Quay but the majority of Kingsbridge’s trade moved down stream to New Quay (Fairweather, 2008). Dates shipyard south of New Quay continued to operate until 1912 ending shipbuilding in Kingsbridge.
- 4.1.14 The South Hams provided training grounds to allied troops in WW2 with Slapton Sands being particularly important, American troops were stationed in Salcombe and Slapton but on various occasions the military would gather in Kingsbridge as part of the preparation for D-day (Linton, 2003).
- 4.1.15 With increased communication links the tourism trade increased in Kingsbridge moving the main focus of the town’s quays from commercial to leisure industries.

4.2 Cartographical Background

- 4.2.1 The 1859 admiralty chart show the creek to extend further into the main town of Kingsbridge, with what appears to be a quay side. The western side of the creek (Squares Quay) looks largely undeveloped with only a few small buildings with what could possibly be a squared off quay. The eastern side of the creek (Dodbrook Quay) is also largely undeveloped but a roadway runs along the edge of the creek and around the large hills to the east. A small the road passes a small quay opposite the proposed developments with a road leading to Windsor Cottage.

- 4.2.2 The 1886 Ordnance Survey County Series 1st Edition (1:2500) show the main quay still further into the town than present but has the western edge of the creek straightened with a promenade of possible quay. The Eastern edge is shown as a tree lined promenade with the quay seen on the 1859 chart clearly marked as “Saltmill Quay” and the presence of a lime kiln on it.
- 4.2.3 The 1906 County Series 1st Revision (1:2500) shows little change in the quays but the lime kiln previously marked in the 1886 OS map is no longer marked.
- 4.2.4 The 1929 Admiralty chart shows that the main quay that previously stretched into the town has been squared off, a small collection of building can be seen on the western side of the creek but these appear to be copied off the 1859 chart, the eastern side of the creek is shown to be squared off and further from the road than on the 1959 chart.
- 4.2.5 The 1936 County Series 3rd Revision (1:2500) OS map contradicts the earlier chart still showing the quay stretching further into the town; It also shows the development of the quay on the eastern side where the area has been squared off and marked as a Quay with a slipway. Saltmill Quay is no longer marked on the map and the promenade has been lengthened an extra 50 metres further south.
- 4.2.6 The 1938 3rd revision County Series (1:10560) still shows the quay stretching into the town but does not show any of the developments seen the 1936 OS map. It is not until the 1956 OS National Grid, National Survey (1:2500) that the quay is shown squared off at the top with the area of the old quay marked as a car park.
- 4.2.7 The 1st revision National Grid (1:2500) published in 1970 shows further development in the ear straightening and extending the eastern side of the creek to create a car park running the length of the creek. The 2nd Revision published in 1987 shows a miniature railway running along this promenade with a slipway at the south.
- 4.2.8 A map of the historic high water lines showing the evolution of the Quays is attached as Plate 4.

4.3 Known Archaeological Sites

- 4.3.1 Within a 250m radius of the development area there are 30 sites on the HER, 9 of which are listed buildings in the area and 2 sites on the NMR. These are included in Appendix 1 Summary of Archaeological Sites.

4.4 Potential Sites

- 4.4.1 The NMR list 4 potential wrecks lost off or near Kingsbridge, it is however unlikely that these wrecks are in the area as it is above drying height and therefore any vessel would be easily salvageable. Further research into the vessels seems to suggest that they wrecked in Bigbury Bay rather than in the Ria.
- 4.4.2 The creek is likely to have been a navigable channel leading to Kingsbridge since the earliest days of the settlement. During the nineteenth century the creek was improved and quays were

built against the side of the channel reclaiming the immediate intertidal zone from the shore outwards.

- 4.4.3 As a navigable channel any wreck or debris within it who have been removed at or close to the time of deposition and if redeposit nearby would have been against the shore, which is now covered by reclaimed land. It is considered therefore that there is little potential for the survival within the creek of any in situ maritime archaeological remains.
- 4.4.4 An Intertidal Survey of the Kingsbridge Estuary by the Authors and Bournemouth University which took place between 2005 and 2009 found no evidence of any archaeology within the development area.

4.5 Extent of Previous Dredging

- 4.5.1 Early Charts of the area (1859) put the depth of the region to be -7ft¹ (-2.1m) by 1967 the charts state the depth as -12ft (-3.6m), the differences should not be taken at face value as the chart datum differs between the 1859 and 1967. Modern charts show the depth to be -3.4m suggesting that sediments in the creek are stable and largely unchanged since 1859.
- 4.5.2 A pre-dredge survey taken in 2010 showed the water depths to be between -2 and -2.6, the post dredge survey shows little change in the bathymetry.

5 Geoarchaeological and palaeo-environmental potential

5.1 Existing Borehole Data

- 5.1.1 Two sets of boreholes were reviewed to assess the geoarchaeological and palaeo-environmental potential. The sets of boreholes were a:
- Set of 4 boreholes by BGS near the Site at the Shipbuilding Yard, Kingsbridge
 - Set of 11 boreholes by CJ Associated in 2002 towards the mouth of Salcombe estuary.

These can be seen on Plate 5. Together they provide an assessment of the deposits near the Site (Table 1), and these can be related to both deposits further south (

- 5.1.2 Table 2), and the geoarchaeological and palaeo-environmental desk-based assessment from the Salcombe and Moor Sand designated wreck site (Allen, 2010).

5.2 Summary benchmark statement: Geology and seabed topography

- 5.2.1 The geology of Salcombe environs comprises Precambrian gneiss and schist, north of which are Devonian sedimentary and meta-sedimentary rocks (Charman & Newnham, 1996) (Edmunds, et al., 1985). The Precambrian gneiss and schist extent offshore forming the seabed where they are mapped are low greenschist and more specifically form the Start Complex comprising as a series of Permo-Triassic mica/quartz schists and highly metamorphic chlorite schists (Charman & Newnham, 1996); (Pantin, 1991)), which are known to be friable and to fragment. The gneiss bedform is strongly jointed giving rise to an uneven rocky reef of crevices and holes, with numerous parallel and crossing gullies. The

¹ The depth show on the chart are above chart datum and there for are given a –depths

gullies are steep-sided and flat-bottomed and 3m – 6m deep filled with semi-mobile silty sand and boulder matrix. Offshore this survives area an area of broken bedrock and sand plain with some fine-grained marine sediment. The seabed descends in a series of steeply defined steps (formed by former erosion benches) which cut across some of the gneiss joint-gullies

5.3 Assessment of Borehole Data

The geotechnical borehole logs were examined and are summarised in Table 1 and

- 5.3.1 Table 2. These logs provide a basic record of the main sedimentological facies. The records, however, are described for geotechnical and not palaeo-environmental or geoarchaeological purposes so lack some of the detail normally required.
- 5.3.2 The deposits of potential interest were a) peats, b) below immediate sub-bottom organic silts, c) silts and clays and d) records of wood inclusions etc., above the natural shales and slates etc.

5.4 Presence and thickness of Holocene fine-grained deposits and peat

- 5.4.1 A set of cores were taken as part of the development at “The Moorings” a previously Date’s shipyard (**DeHER: MDV51272**) to the south of New Quay, now luxury flats, and logged with the BGS. Between 1.00m and 4.10m of Made Ground were penetrated before thickness of between) and 1.90m of fine-grained deposits were encountered over shale Table 1. Many of the boreholes penetrate many metres into the natural shale. No peat, humic or organic deposits were encountered.
- 5.4.2 In contrast, further south at Batson Creek, although only 2 of the 11 boreholes were deeper than 3m and reached the shale, deposits of between 0.90 and >3.00m of the fine-grained deposits were present.

Table 1 Summary of borehole records from “The Moorings”

BGS ID	610993	610994	610995	610996	610997
BGS reference	SX74SW7	SX74SW8	SX74SW9	SX74SW10	SX74SW11
Made Ground	1.00	3.80	4.10	3.90	3.30
Organic silt	-	-	-	-	-
Silts and clays	-	5.30	6.00	4.80	3.90
Thickness silt/clay	0.00	1.50	1.90	0.90	0.60
Peat or organic deposits	-	-	-	-	-
Gravels (and sands)	-	-	-	-	-
Top of Shale	1.00	5.30	6.00	4.80	3.90
Total borehole depth	8.20	12.10	11.20	8.35	11.80

Table 2 Summary of borehole records from Batson Creek

MO669-	BH 1	BH 2	BH 3	BH 4	BH 5	BH 6	BH 7	BH 8	BH 9	BH 10	BH11
Made Ground	-	-	-	-	-	-	-	-	-	-	-
Organic silt	0.90	-	3.00	3.00	-	-	3.00	0.80	-	-	-

Silts and clays	-	3.00	-	-	3.00	3.00	-	3.00	2.50	2.50	2.50
Thickness silt/clay	0.90	3.00	3.00+	3.00+	3.00+	3.00+	3.00+	3.00+	2.50	2.50	2.50
Peat or organic deposits	-	-	-	-	-	-	-	-	-	-	-
Gravels (+ sand)	-	-	-	-	-	-	-	-	0.50	0.50	0.50
Top of Shale	0.90	3.00	-	-	-	-	-	-	-	-	-
Total bore depth	22.00	12.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00

5.5 Character of Holocene fine-grained deposits and peat

5.5.1 The Moorings boreholes (Table 1) are characterised by minerogenic dark grey to brown sandy silts, to silty sandy clays. No peat was recorded but organic deposits were noted immediately below the made ground (610994) only 0.2m thick, and organic inclusions were or sediments that was 'organic in parts' were recorded 0.6m thick in 610995 (Table 3). All other records were wholly inorganic fine grained deposits.

Table 3 The presence of organic matter and marine shells in the fine-grained deposits

BGS ID	610993	610994	610995	610996	610997
BGS reference	SX74SW7	SX74SW8	SX74SW9	SX74SW10	SX74SW11
Silts and clays	-	5.30	6.00	4.80	3.90
Thickness silt/clay	0.00	1.50	1.90	0.90	0.60
Organic presence	-	✓	✓	-	-
Shells present	-	+	+	-	+

5.5.2 Shell fragments (presumably marine) were recorded as occasionally represent in three boreholes. No other palaeo-environmental inclusions were noted.

5.5.3 The second set of boreholes also did not record any peat, though the upper 3m was recorded as dark grey to black 'organic silt', grading to a very fine sand and some were recorded as containing some shells fragments.

5.6 Potential

The regional background

5.6.1 The value of palaeo-environmental and geoarchaeological data from the Salcombe environs is high as there are few studies in this area (Webster, 2007); Straker pers. comm.) and they could play an important role in determining the changing environment and nature of the estuary. Work by Tinsley (2000) examined the pollen in the upper 2.3m of a 9m deep peat deposit in a coastal valley at North Sands, Salcombe. The mire vegetation in the Middle Bronze Age (1530–1250 cal BC, Wk-8103; 3130±60 BP) was alder carr and fen which was replaced by an open and wetter plant community and, by cal AD 50–350 (Wk-8102; 1860±60 BP), the carr woodland disappeared. The site appeared to have dried out during or after the Roman period. Tinsley attributed the phase of increased wetness to local hydrological

change, possibly associated with human activity. This was indicated by herbs characteristic of disturbance throughout the profile, but particularly in the Bronze Age level (Straker, et al., 2007).

Geoarchaeological and Palaeo-environmental Potential

- 5.6.2 The Holocene deposits at Kingsbridge are thin (1.90m max), and minerogenic. No peat or strongly organic deposits were present. The deposits are typically marine and estuarine.
- 5.6.3 No peat or richly organic deposits were encountered, as are present elsewhere in the Salcombe environs.
- 5.6.4 The upper profiles in the cored area had obviously been severely truncated by building (made ground).
- 5.6.5 Although there is a possibility that microfossils such as pollen and diatoms may be preserved, the lack of peat, stratified organic deposits or waterlogged wood etc., would render the sequence essentially undateable. The lack of dating evidence severely diminishes the low palaeo-environmental and geoarchaeological potential of these deposits.
- 5.6.6 Shell fragments are recorded as being present (Table 3), but these are probably marine, and provide little palaeo-environmental information.
- 5.6.7 Some further geoarchaeological information about the deposits, sedimentary structures and more detailed palaeo-environmental potential could have been obtained had the cores been available for examination.
- 5.6.8 If the cores were available for examination, re-description and subsampling then there may be clear further geoarchaeological and palaeo-environmental potential. However, the core were taken for engineering purposes and BGS advise that these have not been retained.

6 Impacts

- 6.1.1 The small scale of this development, 22 wooden piles all measuring less than 300m² and its confines within small channel with a low archaeological potential means that the impacts on the cultural heritage in the area will be at most minimal.
- 6.1.2 The design of the bridge landing has been changed so that the structure will not impact on the quay or the land in any way.

7 Conclusions

7.1 Recommendation for mitigation

- 7.1.1 As the impact is low, it is recommended that no mitigation needs to be in place during this development.

7.2 Geoarchaeological

- 7.2.1 The value of the geoarchaeological and palaeo-environmental data from this area is made more significant because of the Moor Sand Protected Wreck and any information to help understand the contemporaneous environments and post-wreck estuarine deposition would assist in the study of that site as well as the Salcombe environs in general.
- 7.2.2 However, the geoarchaeological or palaeo-environmental potential are recorded from the Kingsbridge Berthing Improvements site is deemed to be low

8 Summary of Sources Used

- 8.1.1 A request for data was granted for a 1km radius around the site from Devon HER, this was augmented through Heritage Gateway. The NMR and The National Heritage List for England was also consulted
- 8.1.2 The Main source for the historic background of this DBA has been the History of Kingsbridge and Salcombe by Ann Born (1986). This details the earlier history of the area and gives a starting point for further research in combination with other local sources and the local and national archives.
- 8.1.3 The Ordnance Survey maps and UKHO charts were used as part of a map/chart regression.

9 Archive Location

- 9.1.1 The archive will be held by Dave Parham, a copy will be offered to the client and the relevant heritage agencies.

10 Bibliography

Allen, M., 2010. *Salcombe and Moor Sands designated Wrecksite, South Devon; desk-based assessment of the geoarchaeological and palaeo-environmental potential; the buried environment.*, s.l.: Unpublished.

Baker, J. & Brookes, S., 2013. *Beyond the Burghal Hidage: Anglo-Saxon Civil Defence in the Viking Age.* Boston: Brill.

Born, A., 1986. *A History of Kingsbridge and Salcombe.* Chichester: Phillimore & Co. Ltd..

Burner, B., 1979. *Blue Skies.* Kingsbridge: Cookworthy Museum.

Charman, D. & Newnham, R., 1996. Introduction. In: D. Charman, R. M. Newnham & D. G. Groot, eds. *Devon and East Cornwall Field Guide.* London: Quaternary Research Association, pp. 1-13.

Edmunds, E. A., McKeown, M. C. & Williams, M., 1985. *South West England.* 2nd ed. London: British Geological Survey.

Fairweather, A., 2008. *A Salcombe Photographer.* Newton Abbot: Orchard Publications.

- Griffith, F. & Wilkes, E., 2006. The Land Named from the Sea? Coastal Archaeology and Place-names of Bigbury Bay, Devon. *The Archaeological Journal*, 163(1), pp. 67-91.
- Haslam, J., 1984. The Towns of Devon. In: J. Haslam, ed. *Anglo-Saxon Towns of England*. Dursley: Phillimore, pp. 249-283.
- Hesketh, R., 2006. *Devon's Geology an Introduction*. Launceston: Bossiney Book.
- IfA, 2011. *Standard and Guidance for historic environment desk-based assessment*, Reading: IfA.
- Kingsbridge History Society, 2011. *A Brief History of the Kingsbridge Area*. [Online] Available at: http://www.kingsbridge-history.co.uk/html/kingsbridge_history.html [Accessed 01 August 2013].
- Linton, S., 2003. *A Pictorial History of Kingsbridge and the Surrounding Area*. Newton Abbot: Orchard Publications.
- Needham, S., Parham, D. & Frieman, C., 2013. *Claimed by the Sea: Salcombe, Langdon Bay, and Other Marine Finds of the Bronze Age*. York: Council for British Archaeology Research Reports.
- Oswald, N., 1985. *Shipping in the Kingsbridge Estuary (Cookworthy papers series no.7)*. Kingsbridge: Cooksbury Museum.
- Pantin, H. M., 1991. *The sea-bed sediments around the United Kingdom; their bathymetric and physical environment, grain size, mineral composition and associated bedforms*, *Offshore Geology Series*, Keyworth: British Geological Survey.
- Parham, D., 2006. *The Kingsbridge Estuary Archaeological Survey*, Poole: Bournemouth University.
- Salcombe-Kingsbridge Estuary Conservation Forum, 2005. *Salcombe-Kingsbridge Estuary. Environmental Management Plan*, Totnes: South Hams District Council.
- Straker, V. et al., 2007. Later Bronze Age and Iron Age Environmental Background. In: C. J. Webster, ed. *The Archaeology of South West England South West Archaeological Research Framework Resource Assessment and Research Agenda*. Taunton: Somerset County Council, pp. 103-117.
- Tinsley, H. M., 2000. *Pollen Analysis of Samples from the upper 2 metres of a Peat Deposit at North Sands, Salcombe, Devon.*, Totnes: South Hams District Council.
- Webster, C. J., 2007. *The Archaeology of South West England South West Archaeological Research Framework Resource Assessment and Research Agenda*, Taunton: Somerset County Council.
- Wilkes, E., 2006. *Report on Geophysical Survey at Burleigh Dolts, South Devon*, s.l.: Unpublished.

11 Illustrations




















Geology	
—	Fault at rockhead
—▲	Thrust Fault; barbs on hanging wall side
	UNNAMED IGNEOUS INTRUSION, CARBONIFEROUS TO PERMIAN - FELSIC-ROCK
	UNNAMED IGNEOUS INTRUSION, DEVONIAN - MAFIC IGNEOUS-ROCK
	PERMIAN ROCKS (UNDIFFERENTIATED) - SANDSTONE AND CONGLOMERATE, INTERBEDDED
	DINANTIAN ROCKS (UNDIFFERENTIATED) - LIMESTONE WITH SUBORDINATE SANDSTONE AND ARGILLACEOUS ROCKS
	UNNAMED EXTRUSIVE ROCKS, CARBONIFEROUS - MAFIC TUFF
	UNNAMED IGNEOUS INTRUSION, CARBONIFEROUS TO PERMIAN - FELSIC-ROCK
	TEIGN VALLEY GROUP - MUDSTONE, SILTSTONE AND SANDSTONE
	UPPER DEVONIAN ROCKS (UNDIFFERENTIATED) - MUDSTONE, SILTSTONE AND SANDSTONE
	UPPER DEVONIAN ROCKS (UNDIFFERENTIATED) - SANDSTONE AND CONGLOMERATE, INTERBEDDED
	MIDDLE DEVONIAN (UNDIFFERENTIATED) - MUDSTONE, SILTSTONE AND SANDSTONE
	LOWER DEVONIAN ROCKS (UNDIFFERENTIATED) - MUDSTONE, SILTSTONE AND SANDSTONE
	LOWER DEVONIAN ROCKS (UNDIFFERENTIATED) - SANDSTONE AND CONGLOMERATE, INTERBEDDED
	DEVONIAN ROCKS (UNDIFFERENTIATED) - HORNBLLENDE SCHIST
	DEVONIAN ROCKS (UNDIFFERENTIATED) - LIMESTONE, MUDSTONE AND CALCAREOUS MUDSTONE
	DEVONIAN ROCKS (UNDIFFERENTIATED) - MICA SCHIST
	UNNAMED EXTRUSIVE ROCKS, DEVONIAN - MAFIC LAVA AND MAFIC TUFF
	UNNAMED EXTRUSIVE ROCKS, DEVONIAN - MAFIC TUFF
	UNNAMED IGNEOUS INTRUSION, DEVONIAN - FELSIC-ROCK
	UNNAMED IGNEOUS INTRUSION, DEVONIAN - MAFIC IGNEOUS-ROCK

Plate 1 Geological Key

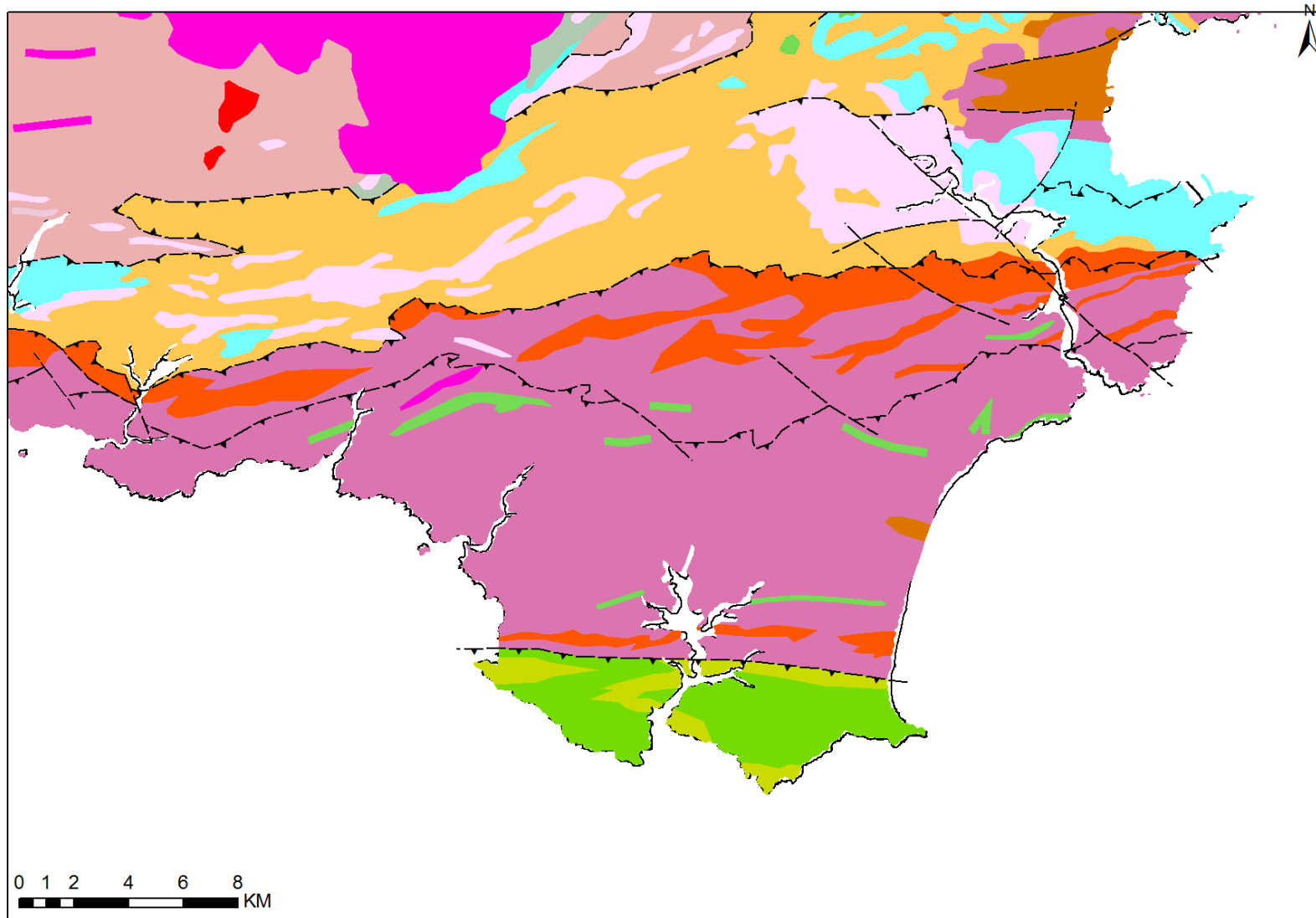


Plate 2 Geology of South Devon Contains British Geological Survey materials ©NERC 2013 (see Error! Reference source not found. for Key)

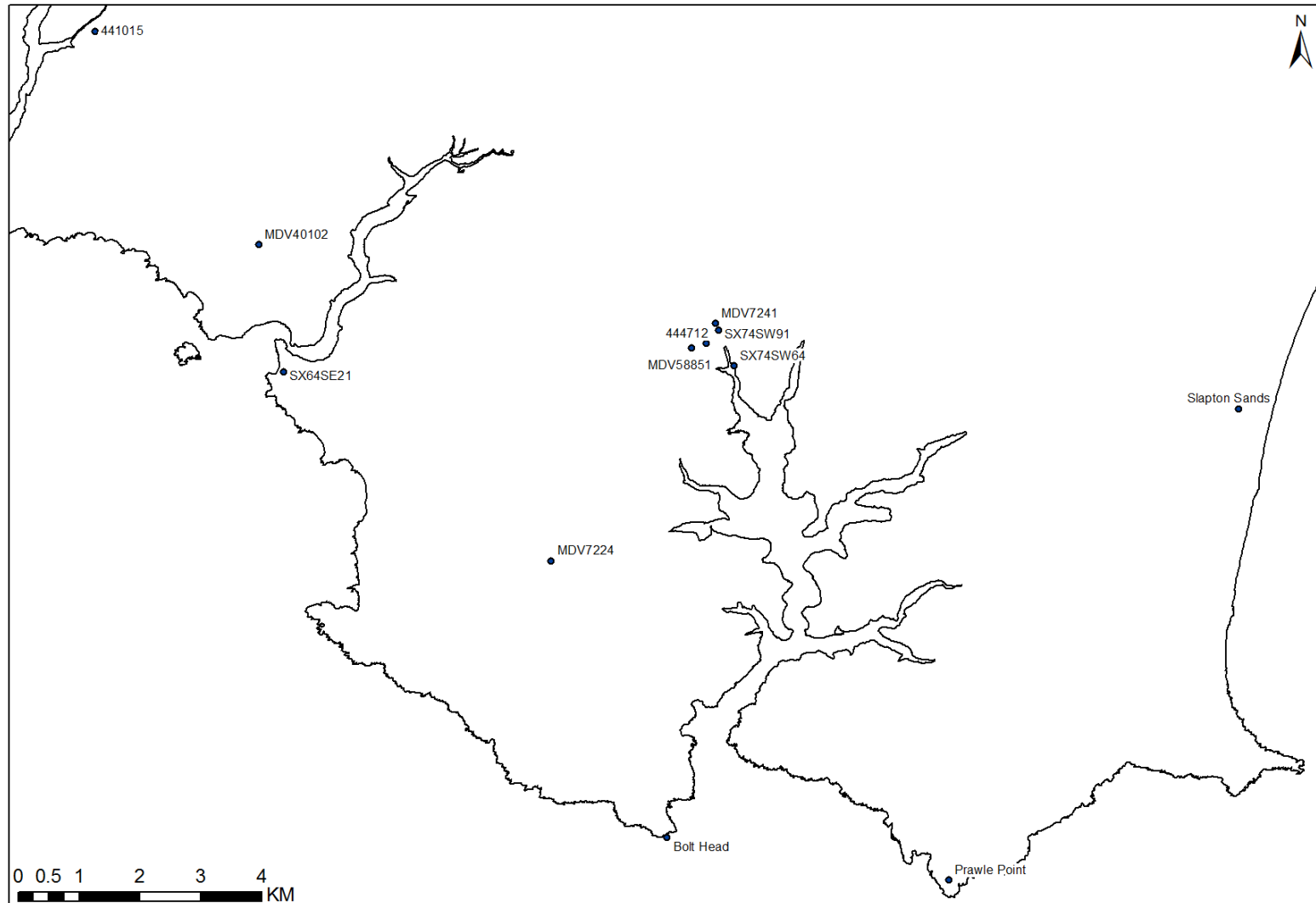


Plate 3 Sites mentioned in the text

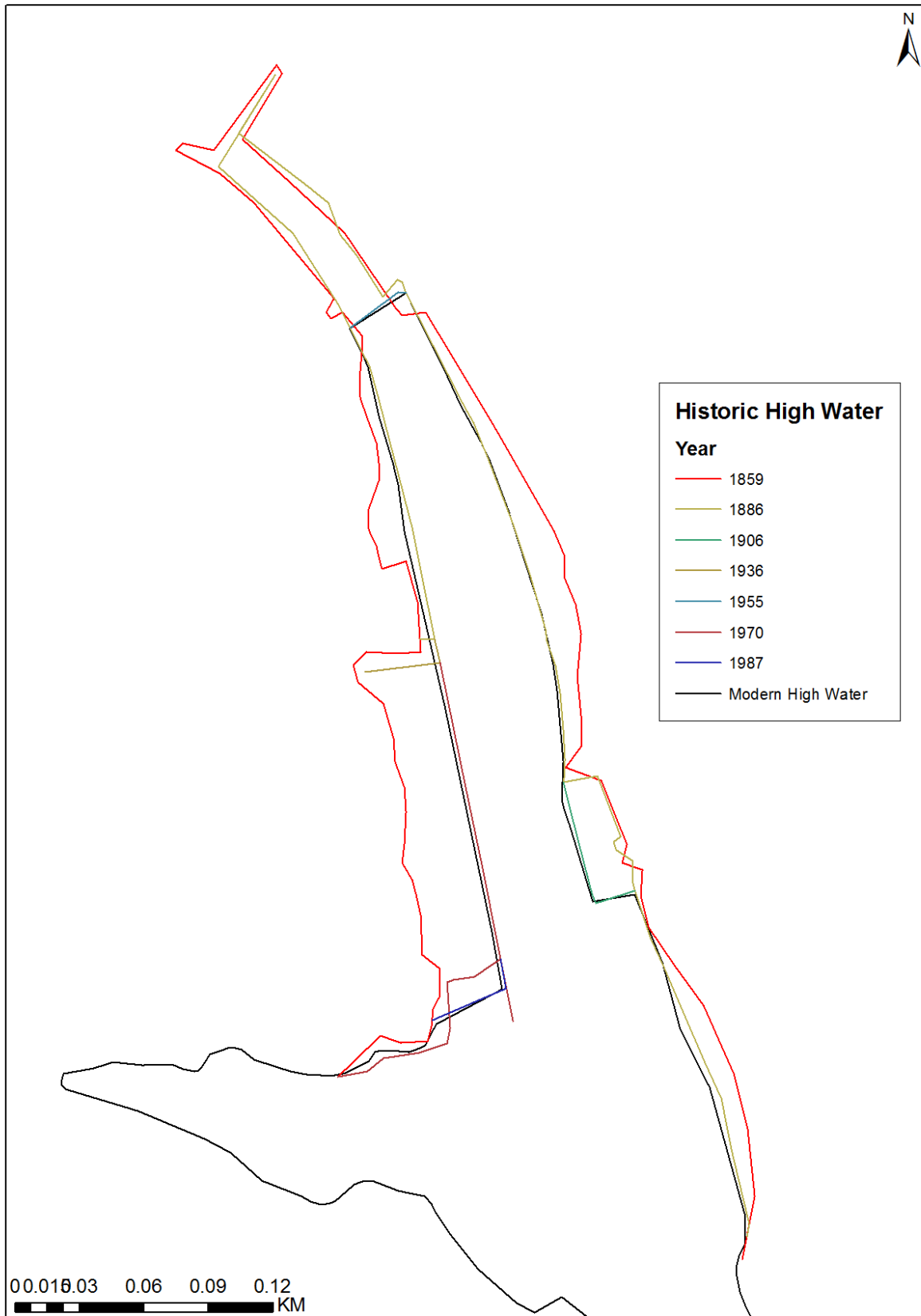


Plate 4 Historic High Water Lines

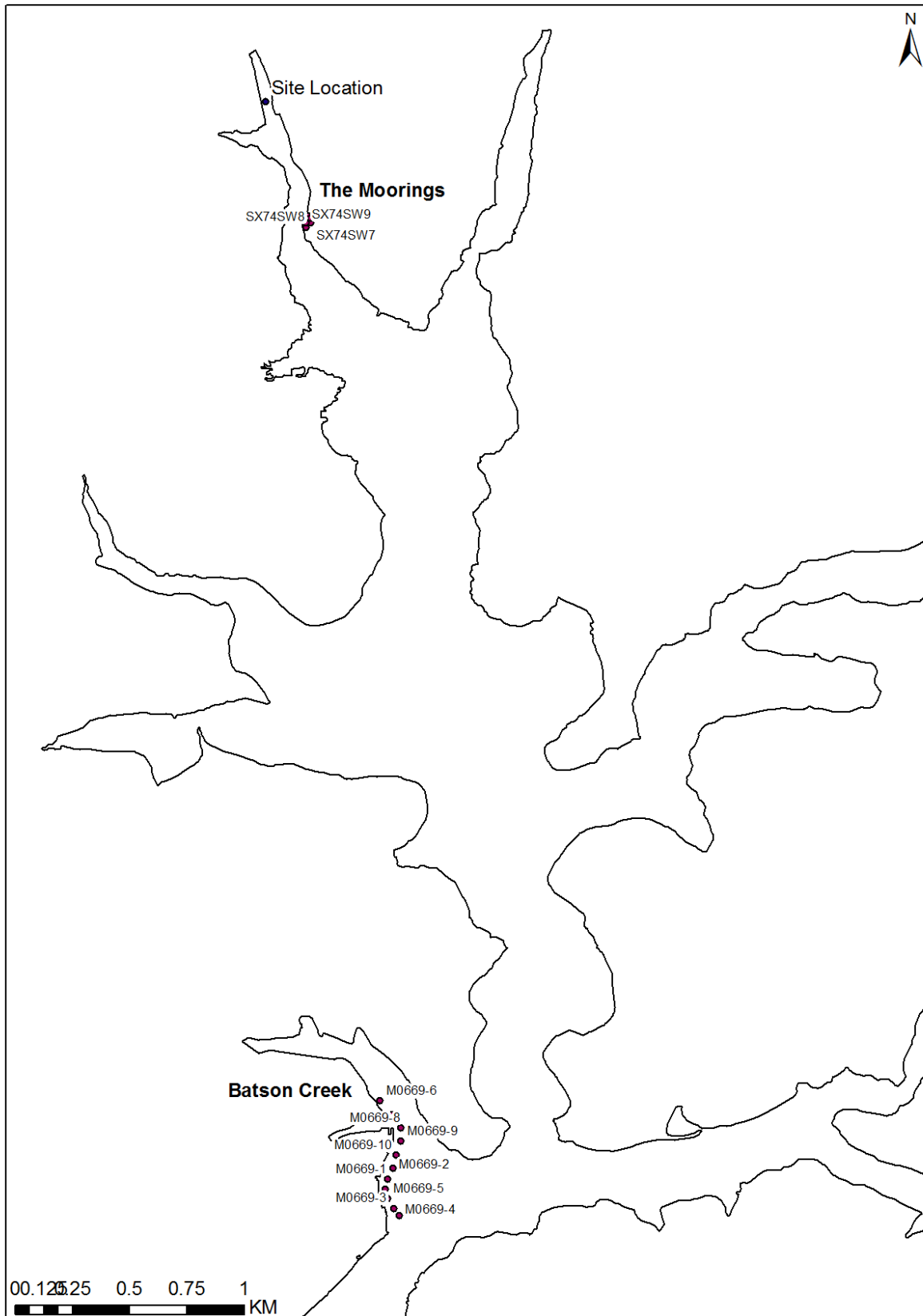
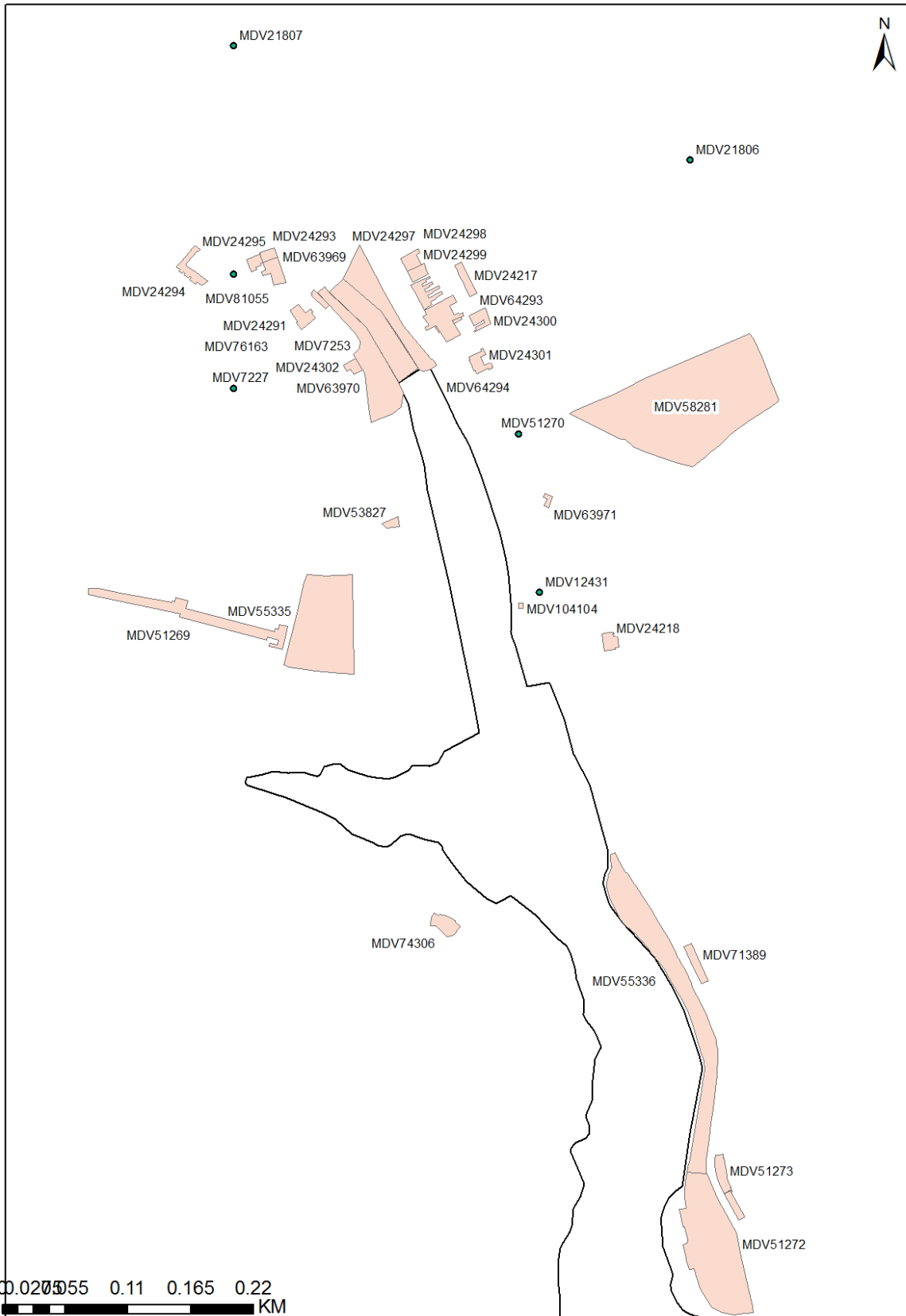


Plate 5 Borehole Locations

12 Appendix 1 Summary of Archaeological Sites

Monument ID	Listed Building	NMR ID	Record Type	Name	Monument Type	Heritage Gateway
MDV24299	1263739		BLD	1-4 South Place, The Promenade, Kingsbridge. Grade II	TERRACE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24299&resourceID=104
MDV24294	1249616		BLD	1-9 Devon Square, Kingsbridge, Grade II	TERRACE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24294&resourceID=104
MDV24293			BLD	9 and 11 Mill Street and Warehouse to Rear, Kingsbridge	SHOP	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24293&resourceID=104
MDV64294			MON	Building to Rear of Pindar Lodge, Dodbrooke	BUILDING	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV64294&resourceID=104
MDV63969			MON	Dodbrook Quay, Kingsbridge	QUAY	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV63969&resourceID=104
MDV51270			MON	Dodbrooke Workhouse	WORKHOUSE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV51270&resourceID=104
MDV76163			MON	Former Building near Quay House	BUILDING	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV76163&resourceID=104
MDV24302			BLD	Former Cottage, Square's Quay	DWELLING	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24302&resourceID=104
MDV7253			MON	Former Harbour, Kingsbridge	HARBOUR	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV7253&resourceID=104
MDV24298	1249448		BLD	Harbour House, Former Conservative Club, Grade II	BUILDING	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24298&resourceID=104
MDV24217	1317303		BLD	Hingston's Malthouse, 38 Ebrington Street, Okehampton, Grade II	MALT HOUSE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24217&resourceID=104
MDV55335			MON	Kingsbridge Cattle Market	LIVESTOCK MARKET	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV55335&resourceID=104
MDV104104			MAR	Kingsbridge War Memorial		http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV104104&resourceID=104
MDV24297			BLD	Leighton House, The Promenade, Kingsbridge	HOUSE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24297&resourceID=104
MDV63971			MON	Lime Kiln South of Boxhill	LIME KILN	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV63971&resourceID=104
MDV53827			MON	Limekiln, Tumbly Hill, Kingsbridge	LIME KILN	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV53827&resourceID=104
MDV24300	1249461		BLD	Pindar Lodge, The Promenade, Kingsbridge, Grade II	HOUSE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24300&resourceID=104
MDV24291	1249367		BLD	Quay House, Ilbert Road, Kingsbridge, Grade II	HOUSE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24291&resourceID=104
MDV58281		SX74SW77	MON	Rackpark	TENTER GROUND	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV58281&resourceID=104
MDV51269			MON	Rope Walk in Kingsbridge	ROPEWALK	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV51269&resourceID=104
MDV63970			MON	Squares Quay, Kingsbridge	QUAY	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV63970&resourceID=104
MDV26793			MON	The Bishop Blaise Inn	INN	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV26793&resourceID=104
MDV42863			MON	The Kings Bridge	BRIDGE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV42863&resourceID=104
MDV24295	1249420		BLD	The Seven Stars Inn, Mill Street, Kingsbridge, Grade II	INN	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24295&resourceID=104
MDV12431		SX74SW29	MON	Tide Mill at Saltmill Quay	TIDE MILL	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV12431&resourceID=104
MDV7227			MON	Toll House, Kingsbridge	TOLL HOUSE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV7227&resourceID=104
MDV24301	1249488		BLD	Victoria Place, The Promenade, Kingsbridge, Grade II	HOUSE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24301&resourceID=104
MDV81055			BLD	Warehouse to Rear of 11 and 9 Mill Street, Kingsbridge	WAREHOUSE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV81055&resourceID=104
MDV64293			MON	Warehouse, Dodbrooke Quay	WAREHOUSE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV64293&resourceID=104
MDV24218	1325384		BLD	Windsor Lodge, Embankment Road, Kingsbridge, Grade II	HOUSE	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV24218&resourceID=104
MDV2180			MON	Kingsbridge	BURGH	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV2180&resourceID=104
MDV21806			MON	Dodbrooke	BURGH	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV21806&resourceID=104
MDV51272			MON	Date's Yard, Dodbrooke	SHIPYARD	http://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=MDV51272&resourceID=104



Please reply to: Ian Gibson

Salcombe Harbour Office, Whitestrand, Salcombe, Devon, TQ8 8BU

Direct telephone: 01548 843791 Direct fax: 01548 842033

E-mail: salcombe.harbour@southhams.gov.uk

Mr A Burns
Natural England
1st Floor Temple Quay House
2 The Square
Temple Quay
Bristol BS1 6EB

Our ref: IG/290/3
12 August 2013

Dear Mr Burns

Kingsbridge Berthing Improvements Project – L/2013/00214

We corresponded towards the end of 2012 when I was in the early stages of applying for an MMO licence for the Kingsbridge Berthing Improvements Project. The Harbour Authority has now been granted a licence with certain conditions.

Licence Condition 3.1.2 states that the licence holder must ensure that the specific moorings to be removed from within the Salcombe and Kingsbridge Estuary SSSI should be identified and agreed with Natural England prior to removal. The purpose of this letter is to propose which moorings the Harbour Authority will remove.

The licence application proposed the removal of six moorings, two from the South Sands area and four from Frogmore Creek. It is now proposed to increase the number of moorings to be removed from the areas of eelgrass to four and reduce the number in the mud at Frogmore to two.

It is proposed to remove three moorings from South Sands; these are W (private mooring which has been relinquished), TR9 and SX22, see Enclosure 1 the working document and Enclosure 2 the revised layout following the removal of the three moorings.

It is proposed to remove one mooring (U2) from the eelgrass beds along the Salcombe Foreshore. This mooring licence has been given up and it is proposed not to reallocate it. See Enclosure 3.

It is proposed that the final two moorings will be removed from the head of Frogmore Creek; moorings X677 and X706 have been identified. See enclosure 4.

For your information the Salcombe Harbour Authority has agreed to facilitate and fund an element of a national trial into ecologically friendly moorings within areas of eel grass

being managed by the National Marine Aquarium. This trial is planned to start in the spring of 2014.

Please let me know if Natural England is content with the proposed mitigation.

Yours sincerely

Ian Gibson
Harbour Master

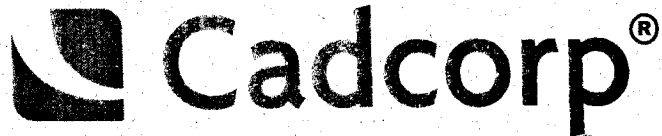
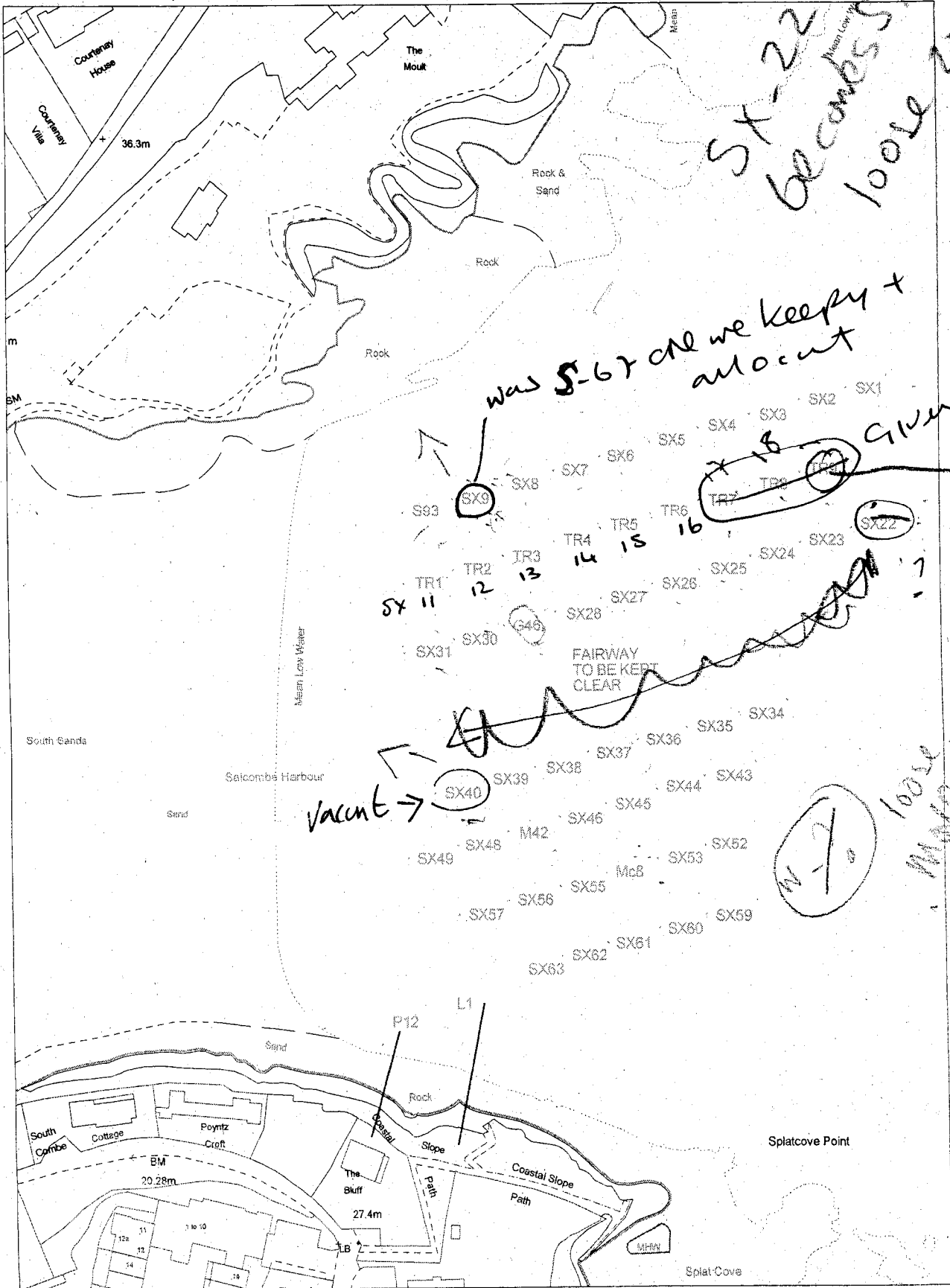
Information:

Cllr J Carter, Chairman Salcombe Harbour Board
Mr Nigel Mortimer, AONB Estuaries Officer

Enclosures:

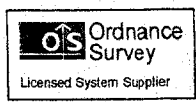
1. South Sands – Working Document to identify 3 x moorings as mitigation.
2. South Sands Moorings post removal of 3 moorings as mitigation for Kingsbridge Pontoon Project.
3. Salcombe Foreshore – Removal of 1 mooring as mitigation for Kingsbridge Pontoon Project.
4. Frogmore – Removal of 2 moorings as mitigation for Kingsbridge Pontoon Project.

South Sands



Sterling Court
Norton Road
Stevenage
Herts SG1 2JY
UK
Tel : +44 (0)1438 747996
Fax : +44 (0)1438 747997
E-mail: info@cadcorp.com

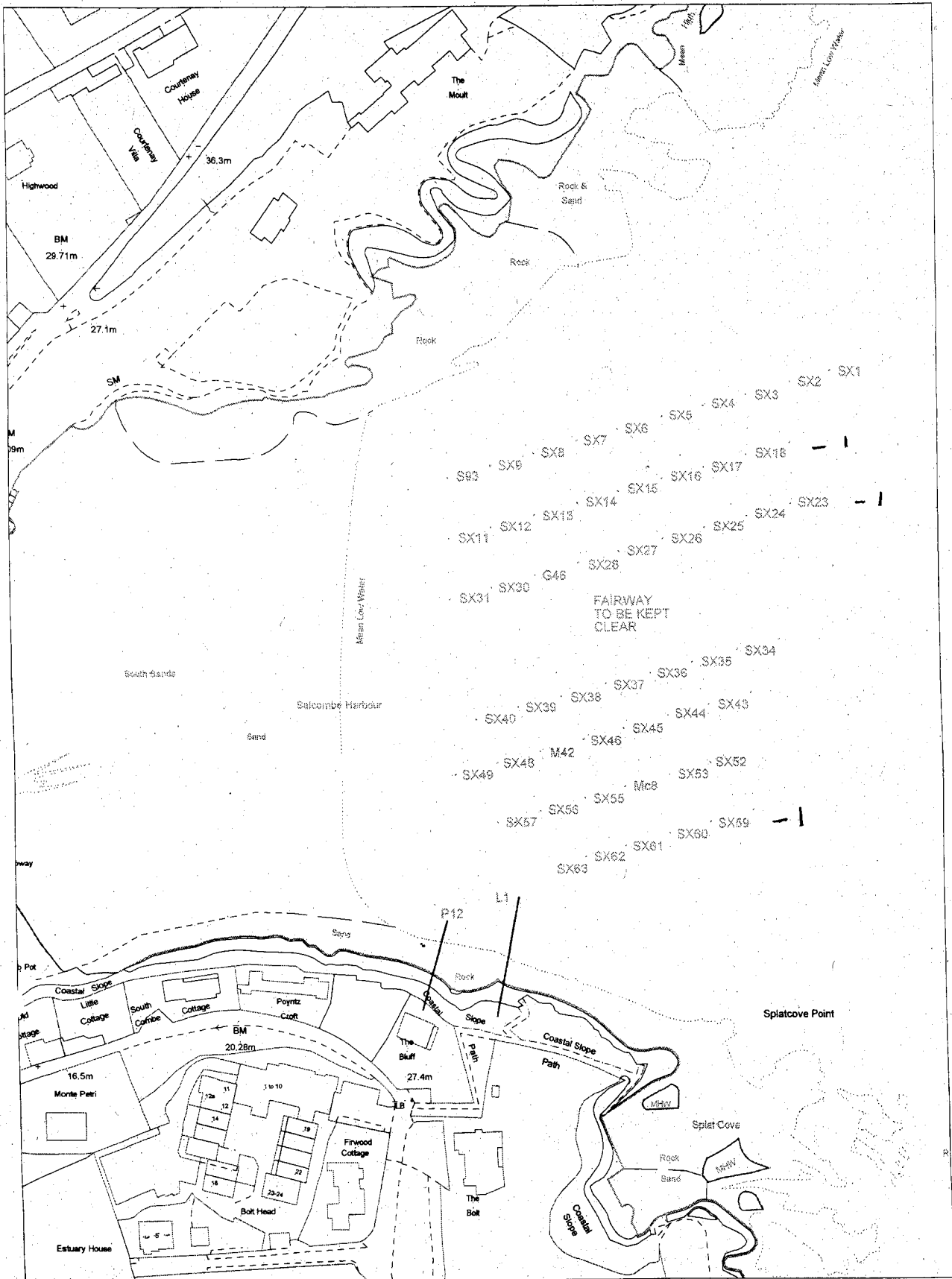
SOUTHSANDS
WORKING DOCUMENT TO
LOOSE 3x MOOKINS
Page 69
a RE-NUMBER



This material has been reproduced from Ordnance Survey digital map data with the permission of the Controller of Her Majesty's Stationary Office.
© Crown copyright.
Licence Number: mnmnn

South Sands

ENCLOSURE 2

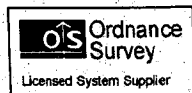


Sterling Court
Norton Road
Stevenage
Herts SG1 2JY
UK

Tel: +44 (0)1438 747996
Fax: +44 (0)1438 747997
E-mail: info@cadcorp.com

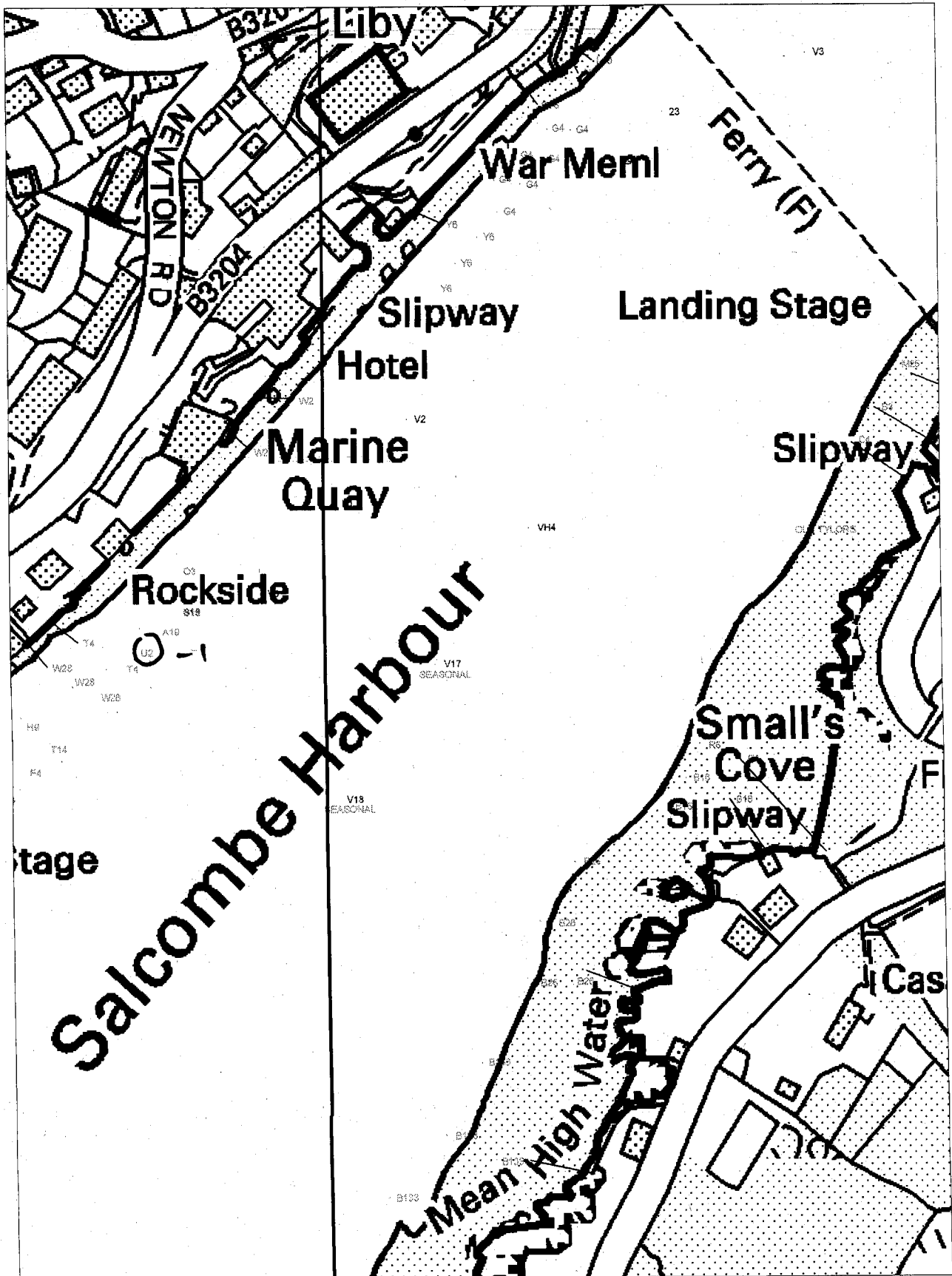
*SOUTH SANDS
FOLLOWING REMOVAL
OF 3 X MOORINGS FOR
KINGS BRIDGE TOWN PROJECT MITIGATION*

Page 70



This material has been reproduced from Ordnance Survey digital map data with the permission of the Controller of Her Majesty's Stationery Office. © Crown copyright. Licence Number: nnnnn

Salcombe Harbour Hotel - Smalls Cove



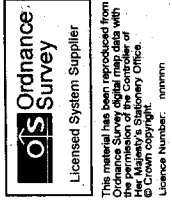
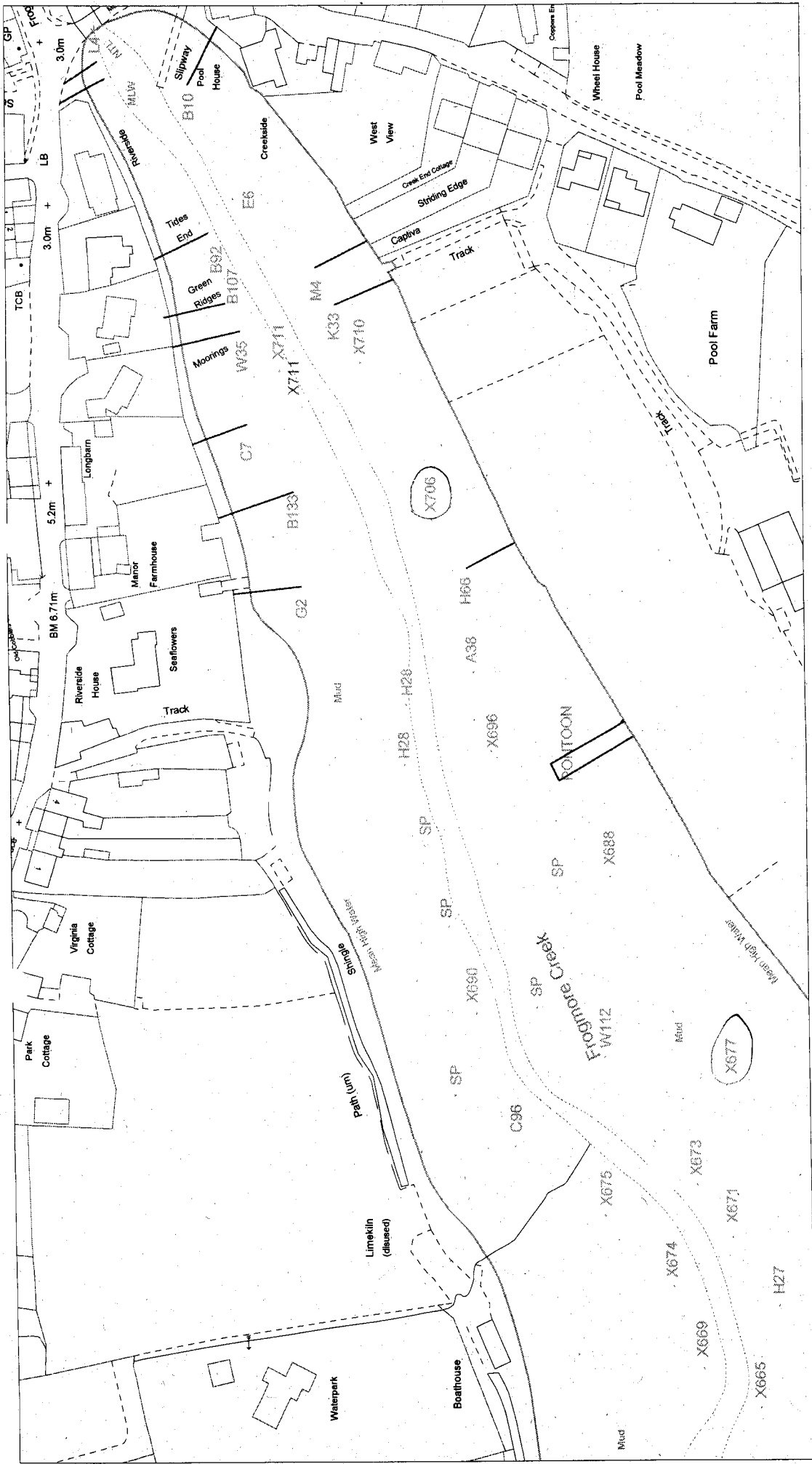
Sterling Court
Norton Road
Stevenage
Herts SG1 2JY
UK
Tel: +44 (0)1438 747996
Fax: +44 (0)1438 747997
E-mail: info@cadcorp.com

SALCOMBE FORESHORE
REMOVAL OF 1x MOORING
KINGS BRIDGE PORTHOLE PROJECT MITIGATION
Page 71



This material has been reproduced from Ordnance Survey digital map data with the permission of the Controller of Her Majesty's Stationery Office. © Crown copyright. Licence Number: nmmnn

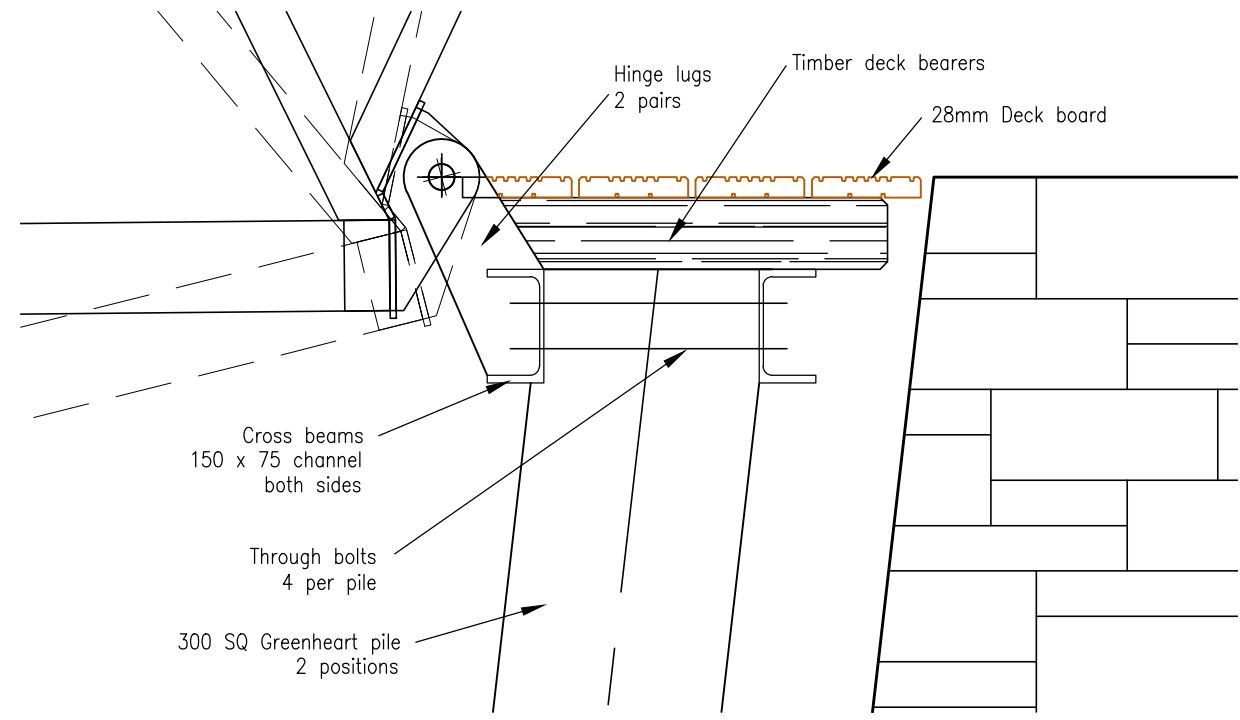
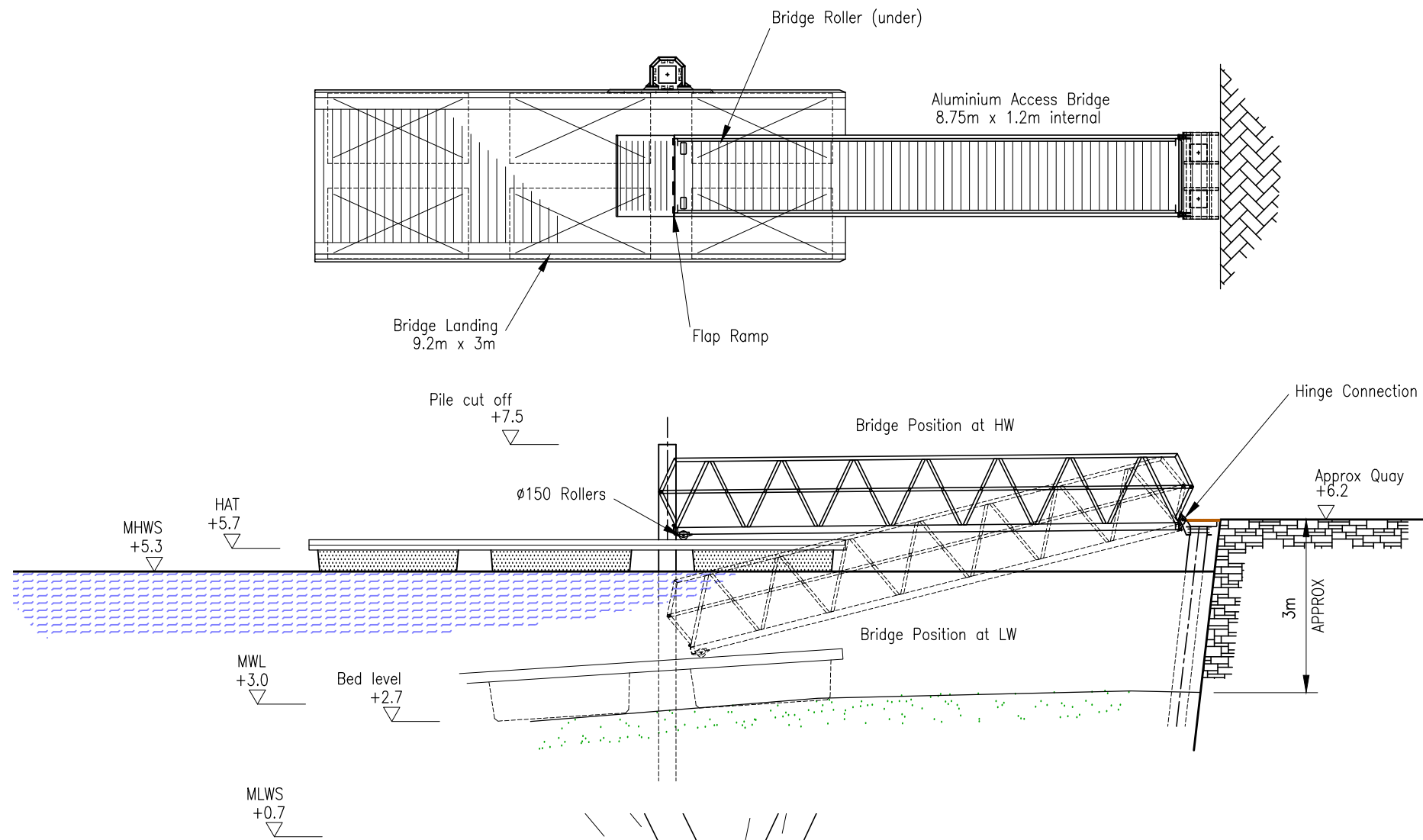
Top of Frogmore Creek



**Frogmore
REMOVAL OF 2 X MOORINGS
FOR KINGS BRIDGE PONTON PROJECT MITIGATION**



Sterling Court
Norton Road
Stevenage
Herts SG1 2JY
UK
Tel: +44 (0)1438 747996
Fax: +44 (0)1438 747997
E-mail: info@cadcorp.com



BRIDGEHEAD ARRANGEMENT

SCALE 1:10

MATERIAL SCHEDULE

ALUMINIUM

WELDED FRAME ASSEMBLY

Marine grade aluminium alloy to B.S. EN 573-3 grade 6082/T6

TIMBER

KICK BOARD

150mm x 50mm
Yellow Balau (Shorea sp.)

DECKING BOARDS

150mm x 25mm
Yellow Balau (Shorea sp.)

FIXINGS

METRIC FASTENERS TO B.S.3692
STAINLESS STEEL TO B.S. EN10088-1 GRADE 316

WOODSCREWS TO B.S.1210
STAINLESS STEEL GRADE A4

FITTINGS

HINGE PINS
STAINLESS STEEL TO B.S. EN10088-1 GRADE 316

ROLLERS - NYLON 66

Rev.	By	Date	Description

Client **SOUTH HAMS DISTRICT COUNCIL**

Title **KINGSBRIDGE ESTUARY ACCESS BRIDGE ALTERNATIVE LAYOUT**

Drawn **MD** Checked Date **07.02.13** Scale **1:100**



Segensworth West, Fareham, Hampshire PO15 5SR
Telephone: +44 (0) 1489 579977
Facsimile: +44 (0) 1489 579988

C.A.D. Path **A3**

Drawing No. **M3234/052** REV.

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

AGENDA
ITEM

11

SOUTH HAMS DISTRICT COUNCIL

AGENDA
ITEM

11

NAME OF COMMITTEE	Salcombe Harbour Board
DATE	23 September 2013
REPORT TITLE	DEEP WATER MOORING OPTIONS TRIAL
REPORT OF	Salcombe Harbour Master
WARDS AFFECTED	All South Hams

Summary of Report

To report to the Harbour Board the outcome of the trial of fingers on the Coad Cove Pontoons for vessels up to 8 metres.

RECOMMENDATION

That the Harbour Board RESOLVES to:

- 1. Note the results of the berthing arrangements trial.**
- 2. to increase the number of finger pontoons from 4 to 10 on Coad Cove Pontoon B for the 2014/15 season.**

Officer contact:

Ian Gibson – 01548 843791 (Internal 7104).

1. BACKGROUND

- 1.1 There is a long waiting list of customers who would like to have a deep water mooring in Salcombe Harbour, currently over 150.
- 1.2 There is a relatively healthy turnover of moorings between 9 and 11m; however accommodating requests for moorings for boats over 12m is more difficult with over 30 customers waiting for a mooring from a pool of only 52 available facilities. The consequence is that vessels larger than 12m will wait much longer for a mooring than those under 12m.
- 1.3 The Residents' deep water pontoons in Coad Cove were replaced with the current pontoons in 2008. There was a legacy of relatively small boats accommodated on the pontoons which had to be accommodated on the new pontoons. The majority of these small vessels are still on the Coad Cove deep water pontoons.

1.4 At the annual allocation for the past two seasons, when small berths have been given up the berths have been consolidated into fewer larger berths. This has helped the waiting list for larger vessels to some extent, but it is a relatively slow process.

1.5 In an attempt to speed up this process and get the waiting list moving, the Harbour Board agreed to a trial of finger berths on the inside of Coad Cove Pontoon B (SH27/12).

2. FINGER BERTH TRIAL

2.1 Over the winter 2012/13 four 6.5m fingers were installed on the shore side of Coad Cove Pontoon B creating 8 berths for vessels up to 8m for the 2013 season. Having used the berths for the season the berth holders were contacted for their feedback on the functionality and usability of the finger berths, there is a précis below with full comments at Appendix A.

Berth	Boat	Customer Comments
1	7.15m Jeanneau Merry Fisher	Manoeuvring into and out of the berth challenging but possible. Water noise on hull. Does not want to move from this berth.
2	7.6m Boston Whaler	Does not like the finger pontoons, difficult to use.
3	6.5m Doral	No feedback received
4	5.3m RHIB	No feedback received
5	5.18m Dell Quay Dory	Supportive of the concept of Finger pontoons.
6, 7 & 8	Variety of Boats, Blue Water Commercial berths.	Suitable for RHIBs and sports boats. Larger boats have found berthing more challenging.

2.2 Having monitored the use of the pontoon finger berths throughout the season and taken the berth holders comments into consideration it is concluded that the use of finger berths is viable and that they are generally best suited to day boats without a cabin and specifically RHIBs.

3. Proposal

3.1 It is proposed that an additional six finger pontoons are procured and fitted to the inside of Coad Cove B Pontoon, creating in total 20 berths for RHIBs and open day boats of up to 8m.

3.2 Day boats less than 8m currently allocated to the deep water pontoon are moved to the finger berths, creating space for a berth restructure to establish mooring facilities for vessels of over 12m, for which there is a chronic shortage within the Harbour Authorities berthing facility portfolio.

4. LEGAL IMPLICATIONS

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

4.2 There are no other legal implications to this report.

5. FINANCIAL IMPLICATIONS

- 5.1 The cost of 8 x 6.5m fingers is £9,681 which can be funded from the pontoon maintenance revenue budget. The investment would deliver a return in year two.

6. Risk Assessment

- 6.1 The risk management implications are:

Risk/Opportunity	Risk Status			Mitigating and Management Actions
	Impact/Severity	Likelihood/Probability	Risk Score	
There is an opportunity to reduce the waiting list and deliver increased income by changing the configuration of the Coad Cove deep water pontoons	2	2	4	There is very little risk in this proposal. Financially it delivers an excellent return, paying for the investment in year 2. It would also help move the waiting list on, particularly for larger vessels which are difficult to accommodate on swinging moorings.
Berthing across the tide presents an increased risk of berthing incidents.	2	2	4	The finger boats are allocated to day boats which have less windage than cabin boats, so reducing the degree to which environmental factors will affect manoeuvrability during berthing.

Corporate priorities engaged:

Community Life
Economy
Environment

Consideration of equality and human rights:

There are no equality or human rights issues with this report

Biodiversity considerations:

Harbour Board's policies have a bearing on biodiversity.

Sustainability considerations:

The Harbour policies need to consider sustainability.

Crime and disorder implications:

None

Background Papers:

SH 27/12 – Trial of Finger Pontoons

Appendices attached:

A. Customer feedback on the finger berth trial.

Ian Gibson
Harbour Master

Salcombe Harbour Board
23 September 2013

This page is intentionally left blank

Coad Cove Finger Pontoon Trial – Customer Feedback

Dear Berth Holder

As you know the Harbour Authority are conducting a trial on the Coad Cove Pontoon B with finger berths.

The reason for the trial is to make best use of the available pontoons to accommodate customer's requirements. Currently the minimum boat size on deep water moorings is 7.5m but there are a number of smaller boats currently on deep water facilities and 106 customers waiting for deep water moorings for boats under 8m. We also have a need for larger berths, the harbour moorings were laid out when a 10m yacht was considered big, so now we only have 20 large moorings (over 12m) in the harbour. By moving the smaller boats to fingers we could free up 90 of pontoon berth which would enable some movement in the waiting list for both the small (under 8m) and larger (over 12m) berths.

As you have been part of the trial I would welcome your thoughts so that I can provide the Board with the information they need to decide on the future berthing options.

We look forward to hearing from you.

1	7.15m Jeanneau Merry Fisher	<p>Thank you for your email of 27th July regarding the trial of finger berths on Coad Cove Pontoon B.</p> <p>As fuel prices go higher there will undoubtedly be an increase in the number of smaller fuel efficient boats; and people today seem to be rushing here there and everywhere requiring everything instantly, so they will need their little boats at any state of the tide.</p> <p>I entirely understand the need to create more berths from the existing stock and finger berths along the inside of Pontoon B and possibly Pontoon D do, on paper, make a lot of sense. However the practicality is a little different because of the position and flow of the tide, both incoming and outgoing. The flood tide sets a course approximately at 45 degrees to the finger berths, flowing upstream at up to 4.5 knots; the ebb tide often has a back eddy which also flows upstream at the same 45 degrees, but not so briskly. This back eddy is not predictable. Also the prevailing wind is Southwesterly which is also at 45 degrees to these fingers.</p>
---	--------------------------------------	---

		<p>So the effect is that berthing and leaving is challenging to say the least. However with considerable practice, it can be done. On leaving the finger I have to go out astern fairly fast so that I do not hit either the end of the finger or the boat on the other side of the finger (luckily having a bow thruster aids this manoeuvre). But it's easy for the stern to be taken around if one is not quick enough or has set the wheel incorrectly.</p> <p>A boat weighing 2 to 3 tons moving at 4.5 knots and affected by the wind will cause damage to other boats, people and pontoons especially the finger ones. So the more experienced the owner the better.</p> <p>I would strongly advise that between each set of 2 boats (between fingers) a Lightweight Mooring Arm be positioned. Hopefully this would stop boats careering into each other. I am aware that the length of a Finger pontoon is often considered to be 75% of boat length (i.e. 6m for boats of 7.5 meters) – but I would suggest it may be advantageous to go to a 7.5m finger.</p> <p>Finally there is the small consideration of sleeping aboard – lying abreast at full flood creates so much noise that one doesn't get much sleep – not very conducive to going to sea alert and refreshed, but perhaps not many small boat people sleep aboard.</p> <p>I hope the foregoing will be helpful to you and the Harbour Board in deciding future berthing arrangements.</p>
2	7.6m Boston Whaler	<p>The location of Coad cove pontoon and therefore the finger moorings is such that they take the full force of the tide whether ebbing or flowing. When attempting to moor the boat it is very nearly impossible in the tidal flow when attempting this short handling and even worse when single handed. Someone needs to be standing on the pontoon to catch the line or in some situations catch the boat to do this safely. Given the size of boats that are moored there it is highly likely that users will want to use them short or single handed.</p> <p>When you add even a small amount of wind to this mix the situation is even worse and becomes very dangerous to other users and other boats. There will be some serious accidents and damaged caused by boats trying to moor or come off the finger mooring and hitting adjacent boats. I am a qualified skipper and have handled much larger yachts in difficult moorings so I'm not a novice on this. I know my boat has already been hit by another boat while it has been moored. I ha sent to add that I haven't been notified by whoever the owner of the other boat was!!</p>

		<p>Also, again due to the positioning of the finger moorings, there is a large amount of debris and rubbish collected around the boats as is take the full force of tide. It makes a mess of the boat and also gets in to the engine bays. I've had to untangle debris and driftwood from propellers. My mooring is close to the end so I'm sure I get more of this than others.</p> <p>I hope this feedback is somewhat useful. Even if the content is not perhaps what you wanted or hoped for. I understand and commend what you are trying to do to create room for larger boats but my view is that the current finger moorings are not an adequate answer unfortunately. I'm at a loss to suggest alternatives without adding additional non visitor swing moorings, another residents' pontoon for larger yachts or positioning pontoons with fingers in less of the tidal flow.</p>
3	6.5m Doral	No feedback Received
4	5.3m RHIB	No feedback Received
5	5.18m Dell Quay Dory	I think it is a very good thing to be doing.
6, 7 & 8	Variety of Boats, Blue Water Commercial berths.	<p>Customers with larger boats with cabins have found it difficult to berth on the fingers, this is due to high windage making boat handling more difficult.</p> <p>Customers with RHIBs and sports boats have enjoyed using the finger pontoons.</p>

This page is intentionally left blank

AGENDA
ITEM
12

SOUTH HAMS DISTRICT COUNCIL

AGENDA
ITEM
12

NAME OF COMMITTEE	Salcombe Harbour Board
DATE	23 September 2013
REPORT TITLE	MOORINGS ALLOCATION POLICY
REPORT OF	Salcombe Harbour Master
WARDS AFFECTED	All South Hams

Summary of report:

To propose a change to the Mooring Allocation Policy.

Financial implications:

There are no direct financial implications from this report.

RECOMMENDATIONS:

That the Harbour Board RECOMMENDS to Council a change to the Mooring Allocation Policy to give priority to customers who pay Council Tax to SHDC as described in paragraph 3.

Officer contact:

Ian Gibson – 01548 843791 (Internal 7104)

1. BACKGROUND

- 1.1 The current edition of the Moorings Policy was published in 2012. The Salcombe Harbour Board (“SHB”) recommended to Full Council on 12 November 2012 that the updated Moorings Policy be adopted (SH36/12). The Moorings Policy was adopted by Full Council on 13 December 2012 (63/12).

- 1.2 The Moorings Policy is routinely reviewed every five years with urgent issues being considered by the Harbour Board as they arise. Continuing uncertainty in distinguishing between permanent residents and second home owners, following the removal of the Council Tax discount for second home owners, has given rise to an urgent review of the Moorings Allocation Policy. The issue was raised at the Board on 20 May 2013 (**SH 7/13**) and discussed in full at a Harbour Board workshop on 15 July 2013. The discussion points covered by the workshop are detailed in Paragraph 2.

2. **Moorings Allocation Policy Factors for Consideration**

- 2.1 The Moorings Policy adopted in 2007 gave priority to customers who paid 100% Council Tax. This policy was adopted to give priority to permanent residents of the South Hams. The waiting list was in two parts, the A list for 100% Council Tax Payers and a B List for discounted Council Tax Payers (second home owners). Customers whose residential status changed to 100% Council Tax payers were transferred from the B list to the A list with their original seniority and an allocation made when they came to the top of the waiting list.
- 2.2 In April 2013 the District Council removed the discount offered to second home owners on their properties within the South Hams. This gave rise to an expectation that people on the B list would now be allocated a mooring when they came to the top of the waiting list.
- 2.3 The Harbour Board had anticipated that this change might cause difficulties for the moorings policy and specifically consulted about this in March 2012 as part of its consultation on the new moorings policy. At the same time SHDC gave some reassurance that it would continue to be possible to tell from Council Tax bills who was a permanent South Hams resident and who was a second home owner. This was absolutely essential for the scheme to be administered fairly by the Harbour Office staff.
- 2.4 Accordingly, the Moorings Policy adopted in 2012 changed the criteria for allocation of moorings from 100% Council Tax payers to customers who were permanently resident within the South Hams. However, with the experience of the allocations for the 2013/14 season, it proved to be more difficult than anticipated to discern from the Council Tax bill the residency status of the customer.

- 2.5 There were a large number of complaints about the Moorings Allocation Policy which focused on the fact that the Policy was discriminatory, including from people whose families had owned properties in the South Hams, and been on a waiting list for a mooring, for a very long time. Advice was sought from SHDC Legal Department which affirmed the legality of the Policy, providing that the Policy could be applied fairly. But, because there is now no unambiguous way to distinguish permanent residents from second home owners, applying the Policy fairly continues to be an issue.
- 2.6 After careful consideration we feel that further consultation on the proposed policy change will **not** be needed for the following reasons;
- 2.6.1 The last consultation was recent and anticipated the change to CT rebate. Consultation feedback at Appendix 1.
- 2.6.2 The responses are likely to be the same – existing users are likely to seek to maintain the status quo and there was no response to the second public consultation.
- 2.6.3 Since the original decision the end to CT rebate for second home owners has been implemented and in response to correspondence from local residents and MP the Board have sought detailed legal advice.
- 2.6.4 The Board Members have undertaken a focussed workshop on the possible alternative Moorings Policies and decided that a two tier list is no longer appropriate given the equal CT liability for all residents.
- 2.6.5 The Moorings Policy states at para 5.0.1 that the Board may review ‘urgent’ matters as they arise. The policy does not define urgent but given that the alternative is to wait for the 5 year review in 2017 and the significant change to CT rebate, it is reasonable to describe this issue as ‘urgent’. Any changes required as a result of such a review need to be ratified by the Full Council and amendments published.
- 2.6.6 The report for the Harbour Board meeting in September will be published prior to the meeting and this will provide a further opportunity for people to comment if they want to.

3. Moorings Allocation Policy Proposal

3.1 It is proposed that the Moorings Allocation Policy be amended as follows:

3.1.1 The current waiting list, which customers joined with the understanding that priority was given to local residents over second home owners, is closed with effect from 1 September 2013. This closed list is then allocated to, Permanent Residents first, then to second home owners on the former B list, so meeting the contractual obligation to these customers.

3.1.2 A new waiting list is started with effect from the same date. The criterion for joining the 2013 list is proof of payment of Council Tax to SHDC.

3.1.3 Once the closed waiting list has been satisfied, allocations will be made to the 2013 waiting list.

3.1.4 Because of a number of factors, the current waiting lists are at their lowest level for at least two decades. It is therefore an opportune time to change the mooring allocation and waiting list criteria.

3.1.5 It is to be noted that the moorings policy would continue to give priority to those who have a residence in the South Hams. Only if there were no waiting list for a mooring would a mooring be allocated to someone who was not a South Hams Council Tax payer.

4. LEGAL IMPLICATIONS

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

4.2 A local authority is entitled to make policies in order to provide guidelines for its own decision-making (whether by members or officers) but it should not regard itself as completely restricted by policy. It must always be possible for the authority to make an exception to policy; if it isn't, the authority will be regarded as having "fettered its discretion" and that is unlawful. However, in order to be fair to everyone, the authority should have good reasons both for making an exception, or refusing to do so.

5. FINANCIAL IMPLICATIONS

5.1 There are no direct financial implications from this report.

6. RISK MANAGEMENT

6.1 The risk management implications are:

Risk/Opportunity	Risk Status			Mitigating and Management Actions
	Impact/Severity	Likelihood/Probability	Risk Score	
The Harbour Board is accused of discrimination in its allocation of harbour facilities.	3	2	6	As part of the policy review an Equality Impact Assessment has been undertaken to ensure compliance with equality legislation and the needs of Harbour users. The Harbour Authority will have a fit for purpose moorings allocation policy which is strictly adhered to and kept under constant review. Mooring allocation has an appeals process.

7. 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:	None
Sustainability considerations:	None
Crime and disorder implications:	None
Background papers:	Moorings Policy 2012 (SH 36/12) Harbour Board Agenda 20 May 2013 (SH 7/13)
Appendices attached:	1. Moorings Policy Consultation Feedback 2012.

This page is intentionally left blank

Moorings Policy Consultation – Conducted in summer of 2012

- Q1. Do you support the principle of continuing to give priority to people ordinarily resident in the South Hams described in paragraph 6.2?**
- Q2. Do you support the proposal for two waiting lists as described in paragraph 6.3 and, if so, what criteria should be used to distinguish between the two lists in future?**
- Q3. Would you prefer there to be just one waiting list with all Council Tax payers on the same list?**
- Q4. In your opinion does the draft Moorings Policy require any further clarification?**

Forum	Comments	Remarks
Fishermen	<p>Our members have discussed your Consultation on Mooring Policy document & are most grateful for the opportunity to have been included in the circulation list. By in large our members who fish out of Salcombe are very happy with the existing situation. When it comes to discussing Mooring Matters we find your staff to be understanding & helpful with the problems specific to the Commercial Fleet e.g. store boxes, need for all state of the tide moorings, etc. We would hope that the division between the commercial mooring area & the leisure areas will be maintained so that if more commercial boats wish to join the fleet they can be accommodated as this is, we believe, in the best interests of Salcombe generally, due to the year round contribution that the commercial fleet makes to the economy of the Town.</p> <p>Being all locals our members naturally believe that the principle of priority to local full time residents should be maintained as we do not want to see a situation where Salcombe becomes a ghost town in the winter. It seems to us that the two list system has worked well & in the absence of a better idea we would be happy to support its continuation & the criteria for inclusion on the “local” list should simply be that the address in the South Hams must be a rate payers principal residence.</p>	<p>Requesting priority for moorings for commercial fishing boats, this is a current policy which should not be changed.</p> <p>Support for priority to local people, ascertained by the payment of Council Tax.</p>

<p>The Salcombe & Kingsbridge Estuary Conservation Forum</p>	<p>I circulated the Moorings Policy Questionnaire to all Estuary Conservation Forum members and received the following response.</p> <p>Q.1 Yes. There is strong support for the two tier system.</p> <p>Q.2 We support the proposal for two waiting lists. Applicants should declare that they qualify to vote in General Elections in the South Hams constituency or they should sign a written statement that they are normally resident in the South Hams for the majority of the year. The Election suggestion should be able to be checked at Follaton on the Electoral Roll. It is legal for British Citizens to vote on more than one occasion for Council Elections but illegal to vote more than once in a General Election.</p> <p>Q.3 No. As above it is strongly felt that permanent residents should take priority</p> <p>Q.4 Being very familiar with SHA requirements I find the document clear and in no need of any further clarification. Whether this would apply to a newcomer I am not sure. There were no comments from Forum members.</p> <p>the Mooring Policy question of how to differentiate between full time and part time residents, people are only allowed to vote in one constituency in a General Election. There is therefore presumable a way of checking residential qualifications which could be used to ensure only voters in either the Totnes or S.W.Devon constituencies are given access to waiting list A. I did mention this in the reply from the Forum but it was right at the bottom (as is this) so might have been missed.</p>	<p>Support for priority to local people and continuance of two waiting lists.</p> <p>Proposal to use the electoral roll as qualification of residency.</p>
<p>SKEA</p>	<p>Q1 - 17 voted for giving priority to local people, 2 voted against it.</p> <p>Q2 - 15 supported the principal of two waiting lists, 4 voted against it. No comment received regarding the criteria that should be used to distinguish between the two lists.</p> <p>Q3 – 7 voted for one waiting list while 13 voted against it.</p> <p>Q4 – 11 felt the draft6 moorings policy required further clarification, 6 felt it was OK.</p>	<p>Support for priority to local residents in allocation of moorings.</p> <p>But seems SKEA would like to see one waiting list.</p> <p>Although there was a suggestion that further clarification</p>

	<p>The poll went out to 158 members of SKEA but, disappointingly and rather surprisingly there are only about 20 replies, and they require some explanation. Next to the Q1 to Q5 . there is a drop-down menu , which shows the nominal answers that I posted. SKEA members, having marked each reply as read, were asked to indicate "I agree" or "I disagree", by the 'thumbs-up' or 'thumbs-down' sign. But see my cautionary note at the foot of the list. Clearly there has been some confusion!</p>	<p>was required, it is not clear where the clarification is required.</p>
<p>KEBC</p>	<p>At the last KEBC committee meeting it was agreed to obtain the clubs position on the Moorings Policy in 2 stages. The first was to obtain a view from the April meeting, the second to put that view to all members for comment. After the vote on the Moorings Policy questions, I believe this to be the result:</p> <p>Q1 Majority in favor of continuing to give priority to people ordinarily resident in the South Hams.</p> <p>Q2 Majority in favor of 2 lists the main criteria being residency.</p> <p>Q3 Majority in Favor of not having a single list with all Tax Payers on it.</p> <p>Q4 No clarifications have been identified yet for the Moorings Policy.</p>	<p>Support for priority to residents.</p> <p>Majority in favour of 2 waiting lists</p> <p>Utilisation of Council Tax as qualification criteria.</p>
<p>K/B & SALCOMBE MARINE BUSINESS FORUM- ANDREW TURNER-JONES</p>	<p>Q1 Yes, ordinary residents should have the priority and this should continue dependant on selective criteria. A permanent resident is determined in what way?</p> <p>Q2 My personal opinion is that a point scoring system is implemented to distinguish the priority of the waiting list. I think two lists is moreover not really relevant as the applicant would be scored against a pre-set criteria to determine their ranking and eligibility in the list. A set of questions is set and then ranked to give a total score that is fair. Fairness is determined on not just the fact you are a resident here but how long you are here, how long your family has lived here such as your parents, what the mooring is for- leisure use, business use, syndicate, length of time you have been waiting, also if you have been prepared to accept a less desirable mooring in the meantime.</p> <p>Some example questions with proof required-</p> <p>Are you a permanent resident?</p> <p>How long have you been a permanent resident?</p> <p>Is the mooring for personal/business use?</p> <p>Has your family been resident for 10 yrs+</p> <p>Has person been prepared to accept mooring such as upper harbour/foreshore?</p>	<p>Support for priority to residents</p> <p>Points system, which would be complicated to administer</p>

<p>To Andrew Turner-Jones</p> <p>From Tim Tucker (South Sands Ferry) 26/05/2012</p>	<p>Comments on the proposed Mooring Policy are:-</p> <p>4.0.1. There are a number of Private Moorings in South Sands Bay, a number owned by the Tides Reach Hotel and some by private individuals.</p> <p>6.0.2. I think a mooring should be passable from “father to son/daughter as well, ie when next generation take over the family home and boat etc.</p> <p>6.0.14 Mooring should belong to a syndicate, as long as any one or more member is a SHC rate payer.</p> <p>6.0.15 Private Moorings belonging to a business, eg Tides Reach Hotel, Boat Hire Company should be transferable when that business is sold.</p> <p>6.0.18 Same comment as 6.0.2.</p> <p>6.2.1 What is definition of “ordinary resident”? ie someone who lives within SHDC for more than 6 months? How could this be verified?</p> <p>6.3. I agree with the principle of two waiting lists but again the definition of “ordinary resident” should be clarified as many second home owners are in residence for a number of months.</p> <p>6.6.1. Again, there are a number of private and commercial moorings (deep water) at South Sands which are not owned by SHA.</p> <p>6.13. Is there a priority for “marine engineers” to have a pontoon berth for their work boat?</p> <p>6.13.5 The South Sands Hotel (and others) own a number of private moorings; they are part of the assets when the business is sold and should pass to the new owner.</p>	<p>There are no private moorings at South Sands, they are mooring licences.</p> <p>The transfer of moorings through the family would tie up moorings for generations and would make it more difficult for newcomers to get a mooring.</p> <p>There are many boats with a mooring which are owned by a syndicate, providing one member of the syndicate has qualified for the mooring.</p> <p>There is provision in the policy for the transfer of business moorings when a business is sold.</p> <p>The definition of Ordinary resident is the exam question which is still to be resolved.</p> <p>There are no Deep Water moorings at South Sands which are not in SHA</p>

		ownership. The transfer of business moorings is covered by 6.13.5.
Dave Halsell – Singing Paddles	<p>Q1. Do you support the principle of continuing to give priority to people ordinarily resident in the South Hams described in paragraph 6.2? YES</p> <p>Q2. Do you support the proposal for two waiting lists as described in paragraph 6.3 and, if so, what criteria should be used to distinguish between the two lists in future? YES - ELECTORAL ROLE</p> <p>Q3. Would you prefer there to be just one waiting list with all Council Tax payers on the same list? NO</p> <p>Q4. In your opinion does the draft Moorings Policy require any further clarification? NO</p>	Support for priority to residents, maintenance of 2 lists and use of electoral role.

This page is intentionally left blank

AGENDA
ITEM
13

SOUTH HAMS DISTRICT COUNCIL

AGENDA
ITEM
13

NAME OF COMMITTEE	Salcombe Harbour Board
DATE	23 September 2013
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 to note the report

Officer contact:

Ian Gibson – 01548 843791 (Internal 7104)

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:

- 18 November 2013
- 29 October 2013 (Workshop)
- 3 February 2014
- 31 March 2014
- 2 June 2014
- 14 July 2014
- 29 September 2014

2.3 Performance Management

2.3.1 Reviewed quarterly with the report for the 2nd quarter of financial year 2013/14 being presented on 18 November 2013.

2.4 Customer Satisfaction Survey

2.4.1 A customer satisfaction has been conducted annually since 2007. The results of the 2013 survey will be reported to the Harbour Board in November 2013.

2.5 Year End Budget Report

2.5.1 To be presented to the Board in July Annually.

2.6 Revenue Budget and Review of Fees and Charges.

2.6.1 The annual revenue budget for the following financial year will normally be brought to the Harbour Board for consideration in September annually.

2.6.2 The Harbour fees and charges will be reviewed annually and brought to the Board for consideration directly after the Budget in September annually.

2.7 Harbour Board Annual Report

2.7.1 The Harbour Board Annual Report will normally be presented at the July Board meeting annually.

2.8 Harbour Annual Inspection

2.8.1 To take place in July Annually. Next year's inspection will take place on the morning of 14 July 2014 before the scheduled Board Meeting.

2.9 Compliance with the Port Marine Safety Code

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

2.9.2 The next inspection will be in December.

2.10 Long Term Security of Tenure

2.10.1 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.

2.10.2 The second Harbour Board annual workshop will be held on 29 October 2013.

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	Risk Status			Mitigating and Management Actions
	Impact/Severity	Likelihood/Probability	Risk Score	
The Harbour Authority is striving to deliver an improving service to harbour users.	3	2	6	The Harbour Board, considers many routine issues annually, topical items will be brought to the Board as they arise. The objective being 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). Harbour Board Constitution (as adopted by Council on 25 June 2009).
Appendices attached:	None

Ian Gibson
Harbour Master

Salcombe Harbour Board
23 September 2013

This page is intentionally left blank

MINUTES OF THE MEETING OF THE SALCOMBE HARBOUR BOARD

HELD AT QUAY HOUSE, KINGSBRIDGE ON MONDAY 23 SEPTEMBER 2013

Members in attendance			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr R J Carter (Chairman)	*	Mr G Burrell
*	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
		∅	Mr M Taylor
*	Cllr H Bastone		

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

SH.19/13 MINUTES

The minutes of the meeting of the Salcombe Harbour Board held on 15 July 2013 were confirmed as a correct record and signed by the Chairman.

SH.20/13 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 were made:

Cllr Wright, Dr Harling, Mr Marriage & Mr Burrell all declared a disclosable pecuniary interest in all related agenda items by virtue of having moorings or paying harbour dues to the Council, however as the Deputy Monitoring Officer had previously granted a dispensation under Paragraph 8.1 (c) of the Code of Conduct (minute SH.14/13 refers), all Members remained in the meeting and took part in the discussion and debate on all agenda items.

SH.21/13 PUBLIC QUESTION TIME

There were no members of the public in attendance to utilise the question time session.

SH.22/13 **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 Association (SKEA)

The representative for SKEA was not in attendance.

Salcombe Kingsbridge Estuary Conservation Forum

The Group had not met since the last Board meeting so there was therefore nothing to report.

Kingsbridge Estuary Boat Club (KEBC)

The KEBC had no points to raise.

South Devon & Channel Shellfishermen

The South Devon and Channel Shell fishermen had no points to raise.

Kingsbridge and Salcombe Marine Business Forum

The representative advised that he had points to raise on behalf of the Forum and would do so when the appropriate agenda items were discussed.

SH.23/13 **BUDGET 2014/15**

The Board was presented with a report that set out the 2014/15 draft Budget which had been built upon the principles adopted in the Salcombe Harbour Strategic Business Plan and which detailed the financial impact of the proposals contained therein.

The Harbour Master introduced the report and advised that he had one specific point to advise Members of which was the introduction of a payment to the District Council into a Marine Infrastructure Reserve. The finances were such that the Board was able to approve this without impacting on fees and charges, and it was hoped that in future years, the sum paid into this reserve would be increased. The Head of Assets added that a condition survey was being undertaken of all maritime assets held by the Council, and with financial pressures as they were, it was important to take a more commercial view and explore every opportunity.

During discussion, it was agreed that the time for distinguishing between Council and Harbour assets was passed, and that the cost of repairs to maritime assets was likely to outstrip what the Board could put into reserves. The Principal Accountant advised that the Marine Infrastructure Reserve would be a new reserve held by the Council, and with agreement that the monies from Salcombe Harbour could be ringfenced for assets within the estuary, thereby enabling the Board to retain an element of control, Members were content to support the recommendation for the proposed payment into the reserve.

Following further minor points in relation to the report being clarified, it was then:

RECOMMENDED

That Council be **RECOMMENDED** that the 2014/15 budget items set out within the presented report be approved.

SH.24/13 **REVIEW OF CHARGES 2014/15**

The Board was presented with a report that had been prepared to enable the Board Members to recommend Harbour Charges for 2014/15.

The Harbour Master introduced the report and took Members through each element of the charges. He advised the Board that the overriding principle behind the report was one of fairness.

During discussion, the following points were raised:

- The Harbour Master asked that the Visitor Foreshore Mooring Price be frozen at £73.80;
- There was some discussion over the proposed charges for Visiting Vessels Launched into the Estuary, and it was agreed that the proposal should stand for 2014/15, the implications monitored this year and reviewed for 2015/16;
- There was some discussion over the Shellfish Store Boxes and Members agreed that the proposed annual charge for registration of the boxes would help to establish the principle;
- The Harbour Master concluded presentation of his report by advising the Board that all other charges should be increased by 2%, and that this was below the forecast and therefore another indication of a good year. He then advised Members of some amendments to the presented appendix;
- Finally, some Members raised concerns over the landing charges for ferries and passenger vessels at Jubilee Pier, Salcombe and Steamer Steps, Kingsbridge. The charges were being levied on an operator who was providing a facility for tourism which was an important revenue stream for the area. The Harbour Master responded that these charges were levied by the District Council and therefore outside of his remit, however, the comments of concern were noted.

It was then:

RECOMMENDED

1. That Council be **RECOMMENDED** that changes to the charging policy as set out in para 2.1 of the presented report be approved (to include minor amendments as discussed); and
2. The proposed charges as set out in Appendix A of the presented report be approved for implementation from 1 April 2014.

At the conclusion of these items, Members asked that their thanks be noted to the Harbour Master and Principal Accountant for all their hard work in relation to the budget and fees and charges reports.

SH.25/13 **KINGSBRIDGE BERTHING IMPROVEMENTS PROJECT UPDATE**

The Board was asked to consider a report that updated the progress of the Kingsbridge Berthing Improvements Project. The Harbour Master introduced the report and advised that all conditions in relation to the MMO Licence had now been complied with.

He also advised of some improvements to the pontoon which would make the bridge self supporting and therefore would not require any intrusive works to the existing quay wall. The improvements would be cost neutral, as the contract included an option to purchase some fingers from the boat shows in Southampton and London held earlier this year, which had been taken.

Following a brief discussion, it was then:

RECOMMENDED

That Council be **RECOMMENDED** to replace the previously approved requirement for a £50,000 loan with funds from the Harbour's General Reserve.

SH.26/13 **DEEP WATER MOORING OPTIONS TRIAL**

The Board was asked to consider a report that advised of the outcome of the trial of fingers on the Coad Cove Pontoons for vessels up to 8 metres.

The Harbour Master introduced the report and advised that the outcome of the trial was mixed. He concluded that the finger pontoons were best suited to day boats without a cabin and specifically RHIBs.

In terms of financial implications, the cost of the pontoons would exceed the amount in the pontoon maintenance budget, however the overspend would be met from savings within the revenue budget.

It was then:

RESOLVED

1. That the results of the berthing arrangements trial be noted; and
2. That the number of finger pontoons from be increased from four to ten on Coad Cove Pontoon B for the 2014/15 season.

SH.27/13 **MOORING ALLOCATION POLICY REVIEW**

The Board considered a report that proposed a change to the Mooring Allocation Policy. The report contained a recommendation to Council, however in view of the time constraints the report would also be presented to Council on 26 September 2013.

Members had already discussed this subject at a workshop session. The Harbour Master noted that the waiting lists were at their lowest level for a number of years and this was therefore an opportune time to make the proposed changes. If approved, he confirmed that everyone on the lists would be contacted to ascertain if they wanted to remain on the list for a mooring.

Some Members opposed the recommendation for one list and would not support the recommendation. Other Members agreed with this sentiment but felt the proposal was the best way forward. One Member reminded the Board that the previous policy was based on being able to distinguish reliably and fairly between full council tax payers and discounted council tax payers. As this was no longer the case, the policy is open to challenge.

It was then:

RECOMMENDED

That the Harbour Board **RECOMMENDS** to Council that a change be made to the Mooring Allocation Policy to give priority to customers who pay Council Tax to South Hams District Council as set out in Paragraph 3 of the presented report.

(Note: This recommendation was reported to Council at its meeting on 26 September 2013 and was subsequently approved).

SH.28/13 **MATTERS FOR FUTURE CONSIDERATION**

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

It was then:

RESOLVED

That the report be noted.

(Meeting commenced at 2.30 pm and concluded at 4.20 pm)

Chairman