

Report to: **Salcombe Harbour Board**

Date: **13 July 2015**

Title: **Annual Report**

Portfolio Area:

Wards Affected: **All**

Relevant Scrutiny Committee:

Overview and Scrutiny Committee

Urgent Decision: **N** Approval and clearance obtained: **N**

Date next steps can be taken: **N/A**
(e.g. referral on of recommendation or implementation of substantive decision)

Author: **A Parnell** Role: **Harbour Master**

Contact: **01548 843791**

Recommendations:

1. That the Harbour Board **RESOLVES** to publish the Annual Report

1. Executive summary

- 1) This Annual Report covers the period 1 April 2014 to 31 March 2015 and reports the progress made against the Board's Strategic Objectives up to 31 March 2015.

2. Background

- 1) The Harbour Board published its Strategic Business Plan in March 2012, against which Annual Reports articulate progress.
- 2) The Annual Report is published in September but the lead time for final amendments and the printing process require endorsement now.

4. Options available and consideration of risk

- 1) The Annual Report is published and distributed in hard copy as well as in soft copy on our website, social media and emailed.

5. Proposed Way Forward

- 1) Once final amendments are made this report will be formally published in September

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	N	The Pier & Harbour (Salcombe) Confirmation Act 1954
Financial	N	There are no new (ie outside the current budget) financial implications contained within this report.
Risk		There is a risk that performance and customer satisfaction could fall if the Harbour does not evolved to remain aligned with customer needs and expectations. These risks are mitigated to ALARP through regular Board meetings
Comprehensive Impact Assessment Implications		
Equality and Diversity	N	None
Safeguarding	N	None
Community Safety, Crime and Disorder	N	No adverse impact
Health, Safety and Wellbeing		No adverse impact
Other implications		

Supporting Information

Appendices:

None. A hard copy will be distributed at the meeting.

Background Papers:

None.

Approval and clearance of report

Process checklist	Completed
Portfolio Holder briefed	No
SLT Rep briefed	Yes
Relevant Exec Director sign off (draft)	No
Data protection issues considered	Yes
If exempt information, public (part 1) report also drafted. (Committee/Scrutiny)	