

Report to: **Salcombe Harbour Board**
Date: **13 July 2015**
Title: **Matters for future consideration**

Portfolio Area:

Wards Affected: **All**

Relevant Scrutiny Committee:

Overview and Scrutiny Committee

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

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

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Recommendations:

1. That the report be **NOTED**.

1. Executive summary

- 1) This report outlines the content of future Harbour Board meetings and assures members that Salcombe Harbour remains compliant with the Port Marine Safety Code.

2. Background

- 1) This is a standing agenda item at all Harbour Board meetings.

3. Outcomes/outputs

- 1) The Harbour Board have sight of key agenda items for future meetings, enabling them to prepare accordingly.

4. Options available and consideration of risk

- 1) Regular meetings allow the Board to respond speedily to changing circumstances, thereby ensuring service delivery remains high.

5. Proposed Way Forward

1) See table below

Meeting	Agenda items
Jun	4 th ¼ (Jan-Mar) Performance Indicators reported.
13 Jul	Previous FY year-end budget reported. Hbr Board Annual Report presented. Hbr annual inspection (before Board meeting)* *Designated Person invited to attend.
28 Sept	1 st ¼ (Apr - Jun) Performance Indicators reported. Following FY revenue budget considered. Hbr fees/charges reviewed. Harbour Board Workshop
2 Nov	2 nd ¼ (Jul - Sept) Performance Indicators reported. Customer satisfaction survey results reported.
29 Feb	3 rd ¼ (Oct – Dec) Performance Indicators reported. PMSC compliance reported (inspection is in Dec).

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	N	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.

Background Papers:

None.

Approval and clearance of report

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