

**MINUTES OF THE MEETING OF
THE SALCOMBE HARBOUR BOARD
HELD AT CLIFF HOUSE, SALCOMBE ON MONDAY, 6 NOVEMBER 2017**

Members in attendance			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr J Brazil (Chairman)	*	Ms A Jones
*	Cllr J A Pearce	*	Mr M Long
∅	Cllr K R H Wingate	*	Mr M Mackley
*	Cllr S A E Wright	*	Mr H Marriage (Vice-Chairman)
		*	Mr A Thomson
*	Cllr R F Gilbert	*	Mr M Taylor

Item No	Minute Ref No below refers	Officers in attendance and participating
All agenda items		Executive Director: Service Delivery and Commercial Development; Group Manager – Commercial Services; Salcombe Harbour Master; Deputy S151 Officer; and Specialist - Democratic Services
	SH.25/17	CoP Lead Assets

SH.21/17 MINUTES

The minutes of the meeting of the Salcombe Harbour Board held on 25 September 2017 were confirmed as a correct record and signed by the Chairman, subject to the clarification under Minute SH.13/17 that the balloons referred to being thrown into the estuary were being thrown from the shore.

SH.22/17 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, Ms Jones, Mr Mackley, Mr Marriage, Mr Taylor and Mr Thomson each declared a disclosable pecuniary interest in all related agenda items by virtue of having moorings or paying harbour dues to the Council. As a result of the Solicitor granting each Board Member a dispensation, they were all able to take part in the debate and vote on any related matters (Minute SH.3/17 refers).

SH.23/17 PUBLIC QUESTION TIME

There were no public questions at this meeting.

SH.24/17 FEEDBACK FROM HARBOUR COMMUNITY FORUMS

The Board received verbal update reports from the Board Members who attended the Harbour Community Forums. The updates were given as follows:

Salcombe Kingsbridge Estuary Conservation Forum (SKECF)

The representative advised that at the most recent meeting there were a number of topics of discussion including:

- Pacific oysters being an environmental issue. Natural England would undertake a monitoring survey this winter
- A survey would be undertaken on the environmental impact of red tides
- Natural England and the Environment Agency would be surveying and mapping seagrass beds
- Much of the waste that comes onto the beaches had been identified as coming from continental fisheries
- There had been a discussion at the meeting on speeding and overloading

South Devon & Channel Shellfishermen

The representative circulated a copy of the notes from the Fish Quay Strategy Meeting held on 11 October. The meeting had been well received and all agreed that liaison with Councillors on the Board was important. The next operational meeting was scheduled for the following week and officers would be welcome to attend. The Chairman thanked the representative for organising the Strategy Meeting and Cllr Pearce for attending. It was suggested that a Strategy Meeting be held again October 2018.

The Executive Lead for Commercial Services who was in attendance at this meeting, confirmed that as part of his Devon County Councillor role, he had been appointed to the Devon & Severn Inshore Fisheries and Conservation Authority.

Kingsbridge and Salcombe Marine Business Forum

The representative advised that there were no issues to report to this meeting.

Kingsbridge Estuary Boat Club (KEBC)

The representative advised that he had no issues to report to this meeting.

East Portlemouth

The representative advised that he had no issues to report to this meeting.

SH.25/17 PRESENTATION ON PLANS FOR A NEW HARBOUR OFFICE AND SHOWERS

The Board received a montage on the proposed new Harbour Office and Showers, and the CoP Lead Assets updated Members on the project to date. He advised that the intention was to produce a building that was fit for purpose for the largest number of people and the challenge would be to work out the division of space within the building between all parties to include the Harbour Office, Tourist Information, Police desk, public toilets and visiting yachtsmen facilities.

Members shared their views on the proposed building and generally were receptive to the opportunity to create something new, as long as the harbour facilities were not compromised. The Chairman concluded the item by reminding the Board that Whitestrand was a sensitive location and discussion with the town council would be critical.

SH.26/17 REVENUE BUDGET MONITORING REPORT 2017/2018

Members were presented with a report that updated Members on income and expenditure variations against the approved budget and forecasted the year end position.

The Deputy s151 Officer presented the report and responded to questions. Members were generally pleased with the forecast underspend but accepted that this figure was a projection.

It was then:

RECOMMENDED

That the forecast income and expenditure variations for the 2017/18 financial year and the overall projected underspend of £16,100 be noted.

SH.27/17 Q2 PERFORMANCE INDICATORS

A report was considered that summarised Salcombe Harbour's Performance Indicators (PIs) for the period 1 July to 30 September, 2017.

In discussion, reference was made to:-

- Water quality being judged on a three year rolling assessment. A Blue Flag application could be made again in 2020. Members also noted the good working relationship with South West Water Authority
- The number of speeding offences and whether culprits could be 'named and shamed'. The Harbour Master confirmed that he would repeat the practice of having dedicated speeding patrols next year
- The difficulties experienced by customers trying to get through to the Harbour Office. The Executive Director suggested that the matter be discussed with the Customer Contact Centre Manager to see what measures could be implemented to improve customer service.

It was then:

RESOLVED

1. That the latest Performance Indicators be noted.

SH.28/17 **SAFETY AND ENVIRONMENTAL UPDATE**

The Harbour Master presented a report that updated on a number of safety and environmental initiatives.

In discussion, the following points were raised:-

- The Harbour Master would be reviewing the position of Designated Person
- Members had a detailed discussion on the proposed Harbour Direction mandating the wearing of lifejackets. Some Members fully supported the proposal, others understood that a Harbour Direction only applied to vessels and would not necessarily capture all those who could benefit. To conclude, it was agreed that the proposal be consulted on as best practice to judge the strength of feeling, and that a Harbour Direction could follow, and if the Harbour Direction failed then a Byelaw was a potential way forward.

It was then:

RESOLVED

That a Harbour Direction mandating the wearing of lifejackets in Salcombe Harbour be pursued, subject to consultation.

SH.29/17 **HARBOUR MASTER'S REPORT**

The Harbour Master presented a report on topical harbour issues that were of interest to the Board or that directly affected the Harbour.

In addition to the matters set out in the presented report, the Harbour Master gave an update on the position with the Egremont. A Member expressed disappointment that materials had not been removed from the pontoon.

The Harbour Master also advised Members of a proposal received in relation to a 'floating cottage'. Members discussed this but there was no enthusiasm to take this proposal further.

It was then:

RESOLVED

That the report be noted.

SH.30/17 **UPDATE FROM THE BOARD WORKSHOP HELD 6 NOVEMBER 2017**

The Chairman confirmed that following the workshop held earlier that day, a review of harbour staff salaries using the Council's Job Evaluation framework would take place; this would include benchmarking across the Local Authority and with other Municipal Ports as well as reviewing mechanisms for staff development and staff progression to a higher level. The results of the review would be presented to an Extraordinary meeting of the Salcombe Harbour Board, scheduled to take place on January 8, 2018 at Quay House, Kingsbridge. The Chairman also advised that a workshop to assess fees and charges would be scheduled for the morning of 26 February, 2018.

(Meeting commenced at 2.00 pm and concluded at 4.10 pm)

Chairman