

NAME OF COMMITTEE	Salcombe Harbour Board
DATE	18 November 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:

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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:

- 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 3rd quarter of financial year 2013/14 being presented on 3 February 2014.

2.4 Customer Satisfaction Survey

2.4.1 A customer satisfaction has been conducted annually since 2007. The results of the 2014 survey will be reported to the Harbour Board in November 2014.

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 with the results being reported to the Board in February 2014.

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 third Harbour Board annual workshop will be held in October 2014.

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