

**MINUTES OF THE MEETING OF
THE SALCOMBE HARBOUR BOARD
HELD AT QUAY HOUSE, KINGSBRIDGE ON MONDAY 9 FEBRUARY 2015**

Members in attendance			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr J Brazil (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 D Bastone (lead Executive Member)		

Item No	Minute Ref No below refers	Non-Board Members also in attendance
All agenda items		Cllr R D Gilbert

Item No	Minute Ref No below refers	Officers in attendance and participating
All agenda items		Salcombe Harbour Master, Group Manager – Commercial Services and Democratic Services Manager

SH.38/14 MINUTES

The minutes of the meeting of the Salcombe Harbour Board held on 17 November 2014 were confirmed as a correct record and signed by the Chairman.

SH.39/14 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 Mackley, Mr Marriage, Mr Taylor and Cllr Wingate all declared a disclosable pecuniary interest in all related agenda items by virtue of having moorings or paying harbour dues to the Council.

As the Deputy Monitoring Officer had previously granted a dispensation under Paragraph 8.1 (c) of the Code of Conduct (minute SH.06/14 refers), all Members remained in the meeting and took part in the discussion and debate on all agenda items.

Cllr J Brazil declared a personal interest in Item 11: 'Topical Harbour Issues' (Minute SH.45/14 below refers) by virtue of having been previously a trustee of ICC Egremont. For clarity, Cllr Brazil confirmed that he was no longer a trustee and he remained in the meeting and took part in the debate and vote thereon.

SH.40/14 **PUBLIC QUESTION TIME**

During the Public Question Time session, one issue was raised:

Question from the Owner of Kingsbridge Ferry:

'Is the Basin going to be dredged again?'

In reply, the Harbour Master informed that:-

- a pre-dredging survey would be undertaken to determine what specific areas needed dredging;
- any areas which had not been dredged in the last ten years would not be dredged; and
- there were concerns regarding the lack of water depth.

Before concluding the agenda item, a Member also expressed his concern that the deep water channel could not be moved across slightly.

SH.41/14 **FEEDBACK FROM HARBOUR COMMUNITY FORUMS**

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

Salcombe Kingsbridge Estuary Association (SKEA)

No update was given at this meeting.

Salcombe Kingsbridge Estuary Conservation Forum (SKECF)

No update was given at this meeting.

South Devon & Channel Shellfishermen

Whilst the Shellfishermen had not met since the last Board meeting, in light of the downward trend of fuel prices, the representative advised that some fishing vessels were contemplating re-fuelling via a road tanker.

Kingsbridge and Salcombe Marine Business Forum

No update was given at this meeting.

Kingsbridge Estuary Boat Club (KEBC)

A Member informed that the Kingsbridge Fair Week Committee was seeking to open dialogue with the Harbour Authority in respect of launching its firework display from a barge.

SH.42/14 REPORT ON PORT MARINE SAFETY CODE COMPLIANCE

The Board was presented with a report that appraised it of the Authority's compliance with the Port Marine Safety Code.

In discussion, reference was made to:-

- (a) typographical errors contained within the draft Management System. Whilst the draft document was considered to be fit for purpose, the Board did highlight some typographical errors. In addition, the Harbour Master felt that, in the future, the document could be revised with the particular emphasis on the environmental aspects being strengthened. As part of the revisions process, a Member offered his services to review the accuracy of the document prior to publication. In response, the Board expressed its support for this offer;
- (b) responsibility for the Fish Quay. A Member was of the view that there was a lack of clarity between the Council and the Harbour Authority in respect of responsibility for the Fish Quay. The Member proceeded to express his concern that, inclusion of the Fish Quay in the Code, could lead to the Harbour Authority being liable for this asset;
- (c) racing dinghies. In future publications, a Member felt that reference should be made in the 'Management of Safety Controls – Checklist' section to racing dinghies.

It was then:

RESOLVED

1. That the findings of the Audit (as outlined at Appendix 1 and 2 of the presented agenda report) be accepted; and
2. That the 12th edition of the Safety Management System (dated 11 November and as set out at Appendix 3 of the presented agenda report) be endorsed and published.

SH.43/14 2014 OPINION METER SURVEY

A report was considered that reported the results of the Harbour Authority 2014 Opinion Survey.

In discussion, the following points were raised:-

- (a) Whilst the response rates were good, the Board did recognise that the sample was not truly random. Some Members also commented that the numbers could be skewed by respondents who were repeat complainants. Furthermore, a Member questioned the merits of recording the statistics and felt that the Survey should be considered solely as a marketing tool, with the Harbour Authority listening to users and learning lessons from their complaints;

- (b) With regard to wifi provision, Members were informed that this would be the subject of a report to a future Board meeting;
- (c) The Survey demonstrating that 94% of users would consider using the Harbour again in the future was welcomed by a number of Members.

It was then:

RESOLVED

That the report be noted and the findings borne in mind when future policy is being formulated.

SH.44/14 PERFORMANCE MANAGEMENT

A report was considered that advised of the Harbour's performance against agreed Performance Indicators (PIs) for the second quarter of the current year.

In discussion, reference was made to:-

- (a) the overall performance of the Harbour being excellent. With the exception of the crime figures (for which two thefts had been reported), the Board welcomed the fact that every indicator had been on target during this quarter;
- (b) visiting yacht numbers. The boost for the local economy arising from the significant increase in visiting yacht numbers was also welcomed by Members;
- (c) the staff days lost due to sickness absence. In light of the indicator showing that only one working day had been lost due to sickness absence so far this year, the Board wished for its thanks to be passed on to the Harbour staff;
- (d) increased recycling from yacht refuse. It was noted that recycling from yacht refuse would be a matter for further consideration at a future Board workshop.

It was then:

RESOLVED

That the Harbour Performance against agreed Performance Indicators be noted.

SH.45/14 REPORT ON TOPICAL HARBOUR ISSUES

A report was considered that outlined topical harbour issues that did not warrant their own report.

In discussion, reference was made to:-

- (a) an update on ICC Egremont. The Harbour Master provided an update on a proposal from the Egremont Trust to refurbish the vessel and introduce a sailing school in time for the start of the 2016 season. A lengthy debate ensued and the Board concluded that it would be interested to see how the proposal evolved and it would continue to take a keen interest in this matter;
- (b) formal staff training. Officers confirmed that the training undertaken would apply for three years. In addition, the Board wished to record and congratulate the Harbour Master on his recent success in being awarded a distinction accreditation;
- (c) adding fingers to Batson pontoon. The Board felt that this proposal was a good alternative to ensure boat use;
- (d) Harbour Directions. The Harbour Master informed that no objections had been raised during the public consultation exercise on Harbour Directions. As a consequence, the Board acknowledged that it was now timely to establish a Port User Group, which could act as a Forum to bring together each of the existing five Harbour Community Forums.

It was then:

RESOLVED

That the report be noted and that support be expressed for the proposal to add fingers to Batson pontoon.

SH.46/14 MATTERS FOR FUTURE CONSIDERATION

A report was considered that highlighted matters for future consideration by the Board.

In discussion, the following points were raised:-

- (a) Whilst acknowledging the proximity to the upcoming elections, the majority of Members supported the proposal to convene the next Board workshop at Cliff House, Salcombe on the morning of Monday, 20 April 2015;
- (b) Some Members made reference to the concerns of South Pool Parish Council in respect of access issues to both sides of South Pool Creek and questioned the extent and details of any leasing arrangements between the Duchy and the owners of Gullet Farm. Following a brief discussion, the Board requested that this matter be considered in more detail at a future meeting.

It was then:

RESOLVED

That the report be noted.

SH.47/14 EXCLUSION OF PUBLIC AND PRESS

It was then:

RESOLVED

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item of business as the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A to the Act is involved.

SH.48/14 SECURITY PATROL

The Board considered an exempt report that appraised it on the tendering process for a new security patrol contract.

It was then:

RESOLVED

That the report be noted and the extension to the contract length (from 3 to 5 years) be endorsed.

(Meeting commenced at 2.30 pm and concluded at 3.55 pm)

Chairman