

Report to: **Salcombe Harbour Board**
Date: **27 January 2020**
Title: **Harbour Master's Report**
Portfolio Area: *Salcombe Harbour*
Wards Affected: **All**
Relevant Scrutiny Committee: **Overview and Scrutiny Panel**
Urgent Decision: **N** Approval and clearance obtained: **Y**

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RECOMMENDATION

That the Board RESOLVES to note the content of the Harbour Master's report and to make any necessary recommendations.

1. Executive summary

1.1 This report updates the board on a number of recent issues affecting the Harbour. The report updates on a service performance, major projects and any other issues which impact upon the Harbour.

2. 2019/2020 Projects

2.1 Harbour Office.

Although the Assets Team will be giving a verbal update regarding the main project as a separate agenda item we are also informing Members that there will be some additional costs as detailed below.

2.1.1

Coin/Token operated washing machine and tumble dryer options for the new facility. We are currently looking into purchase vs rental options.

2.1.2

Charging point lockers. These will be situated within the "Visiting Yacht" facility and will be able to offer our visitors a secure charging option for laptops, phones and tablets etc.

2.1.3

Office furniture. Although some of the bespoke fixtures and fittings will be provided within the contact price of the build we will still be required to furnish the main parts of the office including the kitchen and mess room areas.

2.1.4

Once we have assessed the best options for the above we would look to fund any purchases from the General (Revenue Account) Reserve and any rental commitment to form part of the budget going forward.

3. Performance Indicators

The Harbour Board endorsed the introduction of a set of Performance Indicators (PIs) and to have them reported as a standing agenda item (SH 26/06).

Please see Appendices 1 + 2

3.1 Appendix 1 – Winter PI's.

The Performance Indicators (PI's) are presented in a seasonal format and will expand and demonstrate patterns going forward with both our summer and winter PI's.

As you can see from the Appendix 1 the Harbour is well on track to complete the winter program of work despite running a large project alongside normal work. The workshop team will now focus on the refitting of the Harbour Launches before the start of the 2019 launching plan for the winter storage vessels in March. The moorings team are now busy completing the morning maintenance program and will then move into the roll out of the pre-season program. In addition to their normal program of work the mooring team will also be carrying out extensive pontoon joint checks of all of our pontoons in a chronological order.

3.2 Appendix 2 - Facilities Given Up.

This appendix reflects in what areas our facilities are being given up by current berth holders and should aid us in the future to make informed decisions on any further projects. On average this year we have seen approx. 4% of all facilities being given up. This is 2% lower than last year.

3.3 Options available and consideration of risk.

Monitor and report; periodically review PIs for their utility.

3.4 Proposed Way Forward.

Continue monitoring PIs with regular reports back to the Board.

4. Moorings Policy. – Council Tax vs Business Rates.

4.1 A verbal update will be given to the Board meeting.

5. Oil Spill Contingency Plan.

5.1

By way of an update to the Board, our Oil Spill Contingency Plan is currently out for endorsement with the various agencies involved. We will be carrying out our Incident Management Exercise with our Tier 2 contractor Adler & Allen along with our MCA audit of the plan on the same day.

If Harbour Board Members wish to come and view the exercise please get in touch with me directly. The date of the exercise is Wednesday 5th February 2020.

6. Staff Training.

6.1

We have a strong programme of training planned for February with 4 members of staff attending a 3 day residential Casualty Care course this course is being funded as part of the members RNLi training program so is only costing the Authority the member's time away. A further 2 members attending a 4 day 4P MCA accredited Oil Spill Response course in Plymouth.

7. Procurement.

7.1

A verbal update will be given on the following procurement topics as a meeting will occur between the date of this paper and the Harbour Board meeting with the SHDC Procurement Officer.

- Deepwater Mooring Diving.
- 12t Sublift.
- Security.
- Dredging.
- Harbour Moorings Barge.

8. Harbour Mobile Crane.

8.1

A potential replacement crane has become available to us and at present we are looking into the viable options of changing cranes and the current condition of both our crane and the second hand crane that is available. We await a full engineers report on the potential crane that we can then base any further consideration upon the report's findings. The potential replacement crane is 10 years younger than our current machine has a great lifting capacity along with a further reach. The main factor of the newer version is its added stabiliser legs which make the whole operation much safer. If we make the operational decision to purchase the newer crane and sell our older crane the difference in value would look to be funded from the General (Revenue Account) Reserve. At present we don't see this being more than £15000 including delivery and compliance.

9. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	The Pier and Harbour (Salcombe) Confirmation Order 1954.
Financial	Y	Any financial implications arising from this report will be funded from the General (Revenue Account) Reserve under delegated authority.
Risk	N	None directly arising from this report.
Supporting Corporate Strategy		None directly arising from this report.
Climate Change – Carbon / Biodiversity Impact		None directly arising from this report.
Comprehensive Impact Assessment Implications		
Equality and Diversity	N	None directly arising from this report.
Safeguarding	N	None directly arising from this report.
Community Safety, Crime and Disorder	N	None directly arising from this report.
Health, Safety and Wellbeing	N	None directly arising from this report.
Other implications	N	None directly arising from this report.

Supporting Information

Appendix 1 – Performance Markers.
Appendix 2 – Facilities Given Up.

Background Papers: None