

**NORTH DEVON COUNCIL**

Minutes of a meeting of the ILFRACOMBE HARBOUR BOARD held at the Ilfracombe Centre on Tuesday, 15<sup>th</sup> April 2014 at 2.00 p.m.

PRESENT: Members:

Councillor Fowler (Chairman).

Councillors Wilkinson and P. Yabsley.

Co-opted Members: Mr Hocking, Captain Joint and Mr Knill.

Officers:

Chief Executive, Harbour Master, Senior Regeneration Officer (SN), Technical Services Manager (PR) and Member Services Co-ordinator (KS).

**1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr Down.

**2 MINUTES**

RESOLVED that the minutes of the meeting held on 14<sup>th</sup> January 2014 (circulated previously) be approved as a correct record and signed by the Chairman.

**3 DECLARATIONS OF INTEREST**

The following declarations of interest were announced:

Councillor Fowler	All items – Personal interest as a boat owner.
Mr Hocking	All items – Personal interest as a boat owner and member of the Gig Club.
Mr Knill	All items – Personal interest as a boat owner.

**4 PROJECT PROGRESS REPORTS**

The following updates were provided on projects in the Ilfracombe area:

- Old Quay Head – The Technical Services Manager advised that the completion date for the repair works would now be August 2014, depending on the smooth installation of the rock anchors. The construction of the concrete wall was progressing well, with the application of the second layer prior to the completion of the remaining section.

In response to a question, the Technical Services Manager advised that if the project stayed on target that the completion date could be brought forward to the end July 2014.

The Harbour Master advised that the Dyer and Butler working Compound would be moved up to the quarry site when the heavy engineering part of the project neared completion. This would free up the area in preparation for the tourist season.

Marine Drive Sea Wall repair - There was also a Small Port Repair Fund, from which the Council could apply for additional funding as the damage was sustained within the specified time period.

The Technical Services Manager advised that there may also be opportunities for funding from the Environment Agency but this would need to be investigated further. Works were also required to replace the water mains at the pier, the quotes for the work had been submitted and work was due to commence week beginning 21<sup>st</sup> April 2014.

- Water Sports Centre and Pier facilities – The Senior Regeneration Officer advised that a report in relation to the funding application to the Coastal Communities Fund round three stage one for both the Water Sports Centre and the pier would be submitted to the Executive at its next meeting on 6<sup>th</sup> May 2014. She advised that there might be some changes to the existing proposal in terms of a reduction in the size of the slipway but she would be meeting with English Heritage to discuss this further and review the additional costs.

Feedback in relation to the Pier had been received following a meeting with English Heritage and further work was required to justify the plans. Discussions were ongoing in relation to the number of covers required in the proposed restaurant subject to the demand of the commercial market. English Heritage were also keen to have a restaurant downstairs, both projects were progressing well.

- Fisherman's Stores – The Senior Regeneration Officer advised that following consultation with the Senior Management Team, they had advised that the funding obtained from the Marine Management Organisation should be returned to them. A brief exercise would be undertaken to ascertain whether a smaller scheme would be financially viable. Works regarding the cliff stability were still required at a cost of £250k, she advised that retaining the funding from the Marine Management Organisation was unlikely for the cliff stability element of the project alone.
- Ifracombe Yacht Club – The Technical Services Manager advised that tenders for the project had been received with the work scheduled to commence at the beginning of May 2014.

- Car Parking – The Board discussed a proposal to utilise the regularly empty sections of the Marine Drive car park by offering permit holder parking spaces to generate additional income for residential parking and alleviate pressure around the town.

The Chairman advised that the Bus Station car park should be in operation by the Easter weekend.

- Verity Phase III – The Senior Regeneration Officer advised that phase three of the project would not commence until some of the outstanding works to phase one had been completed. The Harbour Master reported on the timescale and provided an update in relation to certain aspects of the project and advised that preparatory works, which would lead to the commencement of phase three, soon after Easter.
- RNLI Extension – The Senior Regeneration Officer advised that the extension to the building had been granted planning consent, with work to commence in September 2014. The Technical Services Manager advised that Estates were currently processing the licence and that the RNLI would occupy the site currently occupied by Dyer and Butler adjacent to the Lifeboat House.
- Aquarium – The Senior Regeneration Officer advised that the planning application had now been submitted and they were expecting objections from English Heritage with regard to the proposals for solar panels on the roof of the building. However, the nature of the objection would not have an impact upon the application, which would be dealt with by the Planning Manager under delegated Powers with a recommendation of approval.

She further advised that application for 7, 8 and 9 the Quay had been approved together with the renovation works to the Pier Hotel. The final information in relation to the Dotto Land Train had also been submitted and the licence would be issued shortly.

The Chairman thanked the Senior Regeneration Officer and the Economic Development Assistant for their hard work in bringing the Dotto Land Train to the town and congratulated them on launching a successful project.

RECOMMENDED, that the Procurement and Service Delivery Manager prepare a report to the Executive to assess the viability of the proposal for permit holder spaces within the upper section of the Marine Drive car park and review the traffic order to create permit holder spaces if delivered.

## **5 DESIGNATED PERSON UPDATE**

The Chief Executive provided the Board with an update following the quarterly designated person audit held on 18<sup>th</sup> March 2014 (circulated previously) in respect of the actions undertaken following the previous audit inspection, risk management and conclusions reached.

The Designated Person confirmed that the Marine Safety Management System was working effectively thus ensuring compliance with the Port Marine Safety Code.

## **6 PORT MARINE SAFETY CODE**

The Board received an update from the Harbour Master regarding the following:

- Boats being put into in the water and the safety of the members of the public – The Board was advised that this was undertaken early in the morning or later in the evening to mitigate the public safety risk.
- The capping of the steps in the harbour had previously been undertaken on an annual basis – The Board was advised that the steps had now been brought up to standard to the correct specifications.
- The Code of Practice regarding the provision of fencing on exposed edges. The code stated that if the edges were straight and level that they did not require fencing. However, the Harbour Master advised that this would be investigated to ascertain whether or not the harbour met these requirements.

## **7 HARBOUR COMMUNITY FORUM UPDATE**

The Board noted the minutes of the Ilfracombe Harbour Community Forum held on 20<sup>th</sup> November 2013 (circulated previously).

## **8 COMMERCIAL OPERATIONS**

The Board received an update from the Harbour Master regarding the shortage of berths in the harbour as a result of the repair works to Old Quay Head and the subsequent impact of sharing of berths and issues surrounding the mooring vessels in bad weather.

He advised that a meeting of the commercial operators and crews had been held on 10<sup>th</sup> April 2014 following issues surrounding ticket touts and uncooperative working practices during the summer of 2013. The meeting had proved beneficial and they were already observing positive outcomes as a result of the meeting.

The Board thanked the Harbour Master for his efforts to rectify the situation.

## **9 TOWN TEAM RADIO NET**

The Harbour Master advised that the system was previously operated using a secure net and utilised by Local Councils and business owners. The Police then began charging for use of the system and its popularity reduced significantly. The Police had now provided the radios free of charge to the 'Town Team' and the system was working well with the Fire Service, Police, Town and District Council Officers and local business making good use of the system.

**10 TIDAL LAGOONS**

The Board considered a paper by Councillor Wilkinson (tabled) regarding the proposals for a tidal lagoon to be located off the coast of Swansea.

Councillor Wilkinson outlined the proposal together with the economic benefits and sought the support of the Board to investigate the feasibility of a similar project off the North Devon Coast.

He further advised that a report assessing the viability of such a scheme would be presented to the next meeting of the Executive.

RESOLVED, that the issue of a Tidal Lagoon off the North Devon Coast be added to a future workshop of the Board for further discussion and consideration.

The Board thanked Councillor Wilkinson for his presentation.

**11 TRAILER PARKING**

The Board considered a letter from St George's House Christian Outdoor Centre and presented by Councillor Wilkinson (circulated previously) regarding ongoing issues with trailer parking at the Harbour.

The Board discussed the ongoing issues and proposed options to alleviate the problems regarding trailer parking.

RESOLVED, that the Procurement and Service Delivery Manager formally investigate the provision for trailer parking on the Cove side for the forthcoming summer season by the beginning of May 2014 and report his findings to the Harbour Master for discussion and agreement with the Board prior to submission to the Executive for approval.

**12 END OF YEAR PERFORMANCE**

The Board considered a paper by the Harbour Master (circulated previously) together with additional graphs (tabled) regarding the end of year performance.

The Harbour Master provided an update in relation to the figures and advised that some of the targets were not met following previous poor summers. He indicated that those figures should improve for the forthcoming year following the good weather for the summer of 2013.

He took the Board through the tabled graphs, highlighting points of interest and answered questions in relation to the figures.

RESOLVED, that the Chairman and the Harbour Master look at dates for early to mid May regarding a future workshop to discuss the review of the Harbour Development Strategy and the viability of a tidal lagoon and that Councillor Wilkinson liaise with representatives at Swansea to seek their availability on the proposed date.

Chairman

The meeting ended at 4.09p.m.

NOTE: These minutes will be confirmed as a correct record at the next meeting of the Board.