

NORTH DEVON COUNCIL

Minutes of a meeting of the ILFRACOMBE HARBOUR BOARD held at the Civic Centre, Barnstaple on Tuesday, 15th July 2014 at 2.00 p.m.

PRESENT: Members:

Councillor Fowler (Chairman).

Councillor Wilkinson.

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

Officers:

Chief Executive, Harbour Master, Senior Regeneration Officer (SN), Procurement and Service Delivery Manager (MW) Member Services Officer (JG) and Corporate and Community Administrator (KD).

Also Present: Councillor Gear

13 APOLOGIES FOR ABSENCE

No apologies were received.

14 MINUTES

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

15 ITEMS BROUGHT FORWARD BY THE CHAIRMAN

The Senior Regeneration Officer gave an update on the new demonstration zones for marine energy technology at the request by the Chairman. The Crown Estate had allocated the zone approximately 10 kilometres off the coast of Lynmouth. She referred to a press release (circulated separately) with the agenda and advised that North Devon Council had approved funding of up to £15,000 per annum on a three year basis working alongside Wave Hub Ltd which would manage the zone.

The next step forward to market the exciting opportunity liaising with tidal developers who may be interested in testing their devices off the Exmoor Coast.

16 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.

17 PROJECT PROGRESS REPORTS

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

- Old Quay Head – The Procurement and Service Delivery Manager advised that progress was slow on the repair works however the completion date was still on target for the end of August, weather dependent. Installation of the ground rock anchors were taking place this week which should speed up the work. He reassured the Board that the quality of the work was pleasing and costs were within budget.
- Pier Water Main Replacement – The Procurement and Service Delivery Manager advised that the final work for the Pier Water Main Replacement would be complete by the end of July. The Harbour Master advised of the potential issue regarding the requirement to seek more money to allow for ongoing testing for legionella in accordance with regulations.
- Watersports Centre – The Senior Regeneration Officer tabled images of the proposed Watersports centre. She advised that the planning application had now been validated owing to the land being owned by the authority. Work would hopefully commence following determination of the application in August. Three water sports group's had been consulted to ensure the design adequately met their needs.
- Pier Facilities - The Senior Regeneration Officer tabled images of the proposed restaurant and Harbour Master Office. She advised that a planning application had been submitted and negotiations were ongoing with English Heritage over the design to seek a consent in principle if possible. The Senior Regeneration Officer informed the board that currently there were no available resources however she would soon find out if funding bids get through to round two of the Coastal Communities fund application process. In consultation with the Planning Officer, works on redesigning the building would be put on hold until comments were received from English Heritage. In the meantime comments on the design would be welcomed through the planning process. Comments from English Heritage would be fed back to the Regeneration Board and Harbour Board upon receipt.

- Fishermen's Stores – The Senior Regeneration Officer advised that the plans had been amended to now provide for a single story building, which would result in 50% reduction in the original costs. A report on the proposal would be considered by the Executive in September following which an application could be made to draw down MMO funding towards 50% of the cost. The total cost would include stabilisation to the cliff. Planning and Conservation officers were keen for the building to have a pitched roof, allowing more room for fishermen at first floor level. The Harbour Master advised that the space required to house lobster pots and fishermen's equipment was much greater than the size of the current compound.
- Yacht Club – The Procurement and Service Delivery Manager advised that repair works were on hold until the end of the summer season at the request of the Yacht club. Minor matters were still under negotiation.
- Car Parking - The Procurement and Service Delivery Manager gave an update on parking.
 - Trailer parking – spaces had now been allocated next to the wall at lower Marine Drive.
 - Permits – Requests to provide permits would be considered by the Executive in November, however the Procurement and Service Delivery Manager, he would currently advise refusal due to the loss of spaces and the impact that it would have during the summer period. Further discussion was awaited from the Board regarding use of the harbour land.
 - Sea Wall – Cheyne Beach – It was understood that the Environment Agency were due to start works to the wall at Cheyne Beach, however they had not yet approached the council formally to gain access.
- Verity Phase III – The Harbour Master advised that there wasn't a great deal to report back. There had been a change in personnel at Science limited. Plans had been approved for Phase III and work was ready to start but unlikely to commence until the autumn half term.
 - RNLI Extension – The Procurement and Service Delivery Manager advised that the disposal of three car parking spaces required for operational purposes in front of the lifeboat house would need Committee approval. RNLI had not indicated when they would start works but it was anticipated to be after the summer season.
- Aquarium – The Harbour Master advised that the plans had been approved and the right opportunity was awaited to commence work, likely to be over the winter ready for spring. He further advised that a licence would be applied for to facilitate a work compound during that same period.

18 DESIGNATED PERSON AUDIT

The Chief Executive provided the Board with an update following the quarterly designated person audit held on 18th 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.

19 PORT MARINE SAFETY CODE

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

- Lobster Pots - Additional lobster pots being left in the harbour hampering navigation had now been resolved.
- Marico Marine – Marico Marine would be visiting to look at the effectiveness of the Hazman system and discuss new developments within it.
- Cove Fencing - Works to the fencing at the Cove were expected to be completed in three weeks time, a good step forward for safety on the cove.
- British Ports Association – Recent good practice guidance required minor amendments to the Marine Navigation Act causing some interest with particular regard to new permissions dropping CHA status. The Harbour Master was keen to learn the reasoning behind this as it would be of interest to many. He agreed to provide a further update to the board in due course.
- Personal Water Craft - Harbours around the UK had experienced concern in relation to personal water craft activities such as jet ski which raise the need for the requirement of educational advice. Under the Marine Navigation Act Jet Ski's were not defined as vessels and the British Port Association is currently negotiating with Government regarding the application of the International Regulations for the Prevention of Collision at Sea which it appears Jetskis are exempt from. Pilotage - New qualifications/diplomas in place for those wishing to undertake training.
- Port Marine Safety Checks - The Port Marine Safety Checks happen once every three years, MCA have now started their own checks-and they are visiting 8 harbours a year.
- Health and Safety Executive - The Health and Safety Executive was in the process of reviewing Dangerous Substances in the Harbours Regulations. This raised concerns over not having the ability to maintain the power to stop vessels visiting the harbour in particular

circumstances. The Harbour Master sought assurance that the regulations would be robust.

20 HARBOUR COMMUNITY FORUM UPDATE

The Board noted the minutes of the Ilfracombe Harbour Community Forum held on 2nd July 2014 (circulated previously).

Councillor Gear expressed concerns of the Forum in relation to Ticket Touting. The Chief Executive welcomed feedback from interested parties and direct evidence of the innocent public being disturbed by the activity. A discussion ensued and the Harbour Master advised that a local solution had been reached whereby operators would not stray beyond the yacht club, which should minimise the impact on the general public.

21 BUSINESS PLAN UPDATE

The Board received the following update from the Harbour Master regarding the Business Plan (circulated previously):-

- There was a further item to add to the service objectives in relation to a new system to provide fresh water supply for visiting boats and ship. Consequently additional actions would also be required to reflect how the new objective would be achieved.

The Board was in an agreement with the business plan and proposed additional service objective.

22 SAFETY REVIEW POLICY

The Board agreed to adopt the policy subject to minor amendments to:

Bullet 1 under Employee Duties which should be read, "To comply with the Health and Safety at Work Act". and

The penultimate paragraph to read:

"This Policy supports North Devon Council's Corporate Plan with regard to, Promoting and supporting the economy of North Devon and it's natural environment".

23 DEVELOPMENT STRATEGY REVIEW UPDATE

The Harbour Master advised that work was still ongoing with the addendum to the strategy which and would be sent out in the new year. Wording would need to be added to reflect the Tidal Demonstration Zone following formal adoption. It was agreed that Councillors Fowler and Wilkinson would meet with the Harbour Master to agree some appropriate wording accordingly.

