

NORTH DEVON COUNCIL

Minutes of a meeting of the ILFRACOMBE HARBOUR BOARD held at the Ilfracombe Centre, Ilfracombe on Tuesday 9th May 2017 at 2.00 p.m.

PRESENT: Councillor Meadlarkin (Chairman)

Councillor Fowler (Vice-Chairman)

Co-opted Members:

Mr Hocking, Mr Kift, and Mr Knill.

Officers:

Harbour Master, Senior Regeneration Officer, Health and Safety Officer and Corporate and Community Services Officer.

Also Present:

Mr L Raybone.

1 APOLOGIES

Apologies for absence were received from Councillors Crabb and Campbell.

2 MINUTES

RESOLVED, that the minutes of the meeting held on 7th February 2017 (circulated previously) be approved as a correct record and signed by the Chairman.

3 ITEMS BROUGHT FORWARD BY THE CHAIRMAN

The Chairman advised that complaints had been received about the closed toilets on the Cove. A planned closure of the facilities had been agreed by North Devon Council 12 months ago. The lights were still on inside the building and signage was still displayed advertising them. The Harbour Master advised the Board that a lease had been offered to the Fish shop so the facilities could be used by customers of the shop and the staff. This lease would run until September.

The Chairman advised that he would speak with an Operational Services Officer at North Devon Council to discuss extending the lease of the toilets.

4 DECLARATIONS OF INTEREST

The following declarations of interest were announced:

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

5 WATERSPORTS CENTRE AND HARBOUR DEVELOPMENT

The Board received an update from the Senior Regeneration Officer regarding the Watersports centre and Harbour development as follows:

- Just over 1.5 million pounds had been awarded by Coastal Communities.
- The planning conditions that needed discharging were;
 - The proposed slipway was now to be on stilts as opposed to a solid concrete curtain.
 - The gradient was to be 1:6.
 - A meeting was scheduled with Areas of Outstanding Natural Beauty to discuss the above.
 - An archaeological report had been completed.
 - A new planning application was to be submitted by Ilfracombe Town Council on behalf of the Canoe Club.
 - More information on the design of the sea wall was required by the Environment Agency along with a flood risk assessment. It was anticipated there would be no issue with this as the ground floor of the Water sports centre would be for boat storage.
 - Sound mitigation needed to be addressed for the nearby residential properties.
 - A landscaping proposal was needed as trees would be removed.
 - More work was being done on inter-tidal studies to improve the environment for marine creatures, spaces would be provided for habitats such as pipes built into the slipway.

A Harbour revision order was being drafted and work on a Marine Management Licence was underway. The works were still due to start in August.

In response to a question the Senior Regeneration Officer advised that the Contractors timetable was unknown. Ground works would have to be completed before the winter period. The completion date of August 2018 was ahead of the budget spend deadline which was December 2019. A working group was being set up and the minutes of their meetings would be used to update both the Ilfracombe Harbour Board and Harbour Forum on progress.

6 PORT MARINE SAFETY CODE

The Board considered the Marico Marine Ilfracombe Harbour / North Devon Council Audit 2017 report in relation to the Port Marine Safety Code and letter from the British Ports Association (circulated previously). The Harbour Master gave an update as follows:

- The report showed the Harbour to be fully compliant.
- Action points that were raised had already been completed by the Harbour Master.
- It was hoped that next year legislation will have been amended in relation to the definition of a ship.

7 SAFETY MANAGEMENT SYSTEM 2017 REVIEW

The Harbour Master updated the Board on the Safety System Management review as follows:

- The 2017 review was complete
- Date changes to Regulatory guidance
- Enabling legislation had been inserted
- Pilotage section removed
- A Not Always Afloat But Safely Aground berth section added
- A Training Matrix had been added.

RECOMMENDED, that the revised Ilfracombe Harbour Safety Management System, be adopted and replace the previous version, dated 10th October 2002.

8 DESIGNATED PERSON AUDIT

The Health and Safety Officer provided the Board with an update following the quarterly designated person audit held on 26th April 2017, made available at this meeting, in respect of actions undertaken following the previous audit inspection, risk management and conclusions reached (circulated previously and tabled).

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

The Board was introduced to the new Health and Safety Officer who highlighted her conclusions as detailed in the Quarterly Designated Person Audit Report and the Board discussed the following issues:

- Devon County Council had assessed the wall above the new Fisherman's stores building as compliant. In an attempt to deter anti-social behaviour the Harbour Master had put up a sign advising visitors to the area that CCTV was in operation. The Harbour Master confirmed that his camera did cover the wall but was not fixed on this area.
- The Health and Safety Officer had spoken to the Parks team at North Devon Council about the issue and they advised that they could leave the foliage unclipped to provide screening.

RESOLVED, that

- (a) that the quarterly designated person audit report be noted; and
- (b) The Health and Safety Officer would follow up the issue of the wall with Devon County Council.

9 HARBOUR MASTER UPDATE

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

- East Face works – work was progressing well, despite the adverse weather conditions, with 95% of all bolts replaced. Replacements were being manufactured where needed. The schedule for completion was 10 days behind. A framework was to be built for the first concrete pour to establish a flat working area at the base of the new steps platform.
- New Kiosks – a new complaint received was at stage 2.

- Pilotage Function Removal Order – takes time to get through Parliament but was expected to pass through without any issues.
- Oil Spill Contingency Plan – the Harbour Master had carried out a full review/consultation of the plan and produced a new version. This work undertaken by the Harbour Master had saved North Devon Council £3,000 in consultancy fees. As a result of the update a five yearly Maritime and Coastguard Agency approval had been obtained.
- Destination South West – The Group had been struggling financially. Members had recently voted on the future of this organisation.
- The Ilfracombe town Crier was planning a ‘Menin Gate’ memorial over the pier in 2018 to mark the 100 year anniversary of the end of World War One. Lottery funding would be sought to help with this project.

RESOLVED, that the ‘Menin Gate’ memorial project be supported.

The Board gave a vote of thanks to the Harbour Master for all his hard work.

10 ILFRACOMBE HARBOUR FORUM UPDATE

The Board considered the notes of the Ilfracombe Harbour Community Forum held on 26th April 2017 (circulated previously).

Mr Raybone, Chairman of the Forum highlighted the discussion that took place around ‘idle youth issues’. He added that the idea of a CCTV sign on the pathway above the new Fisherman’s stores was a good one and asked if the idea of creating a tunnel could be looked at.

Mr Raybone passed on congratulations to the Board for the successful outcome of the Watersports centre funding bid. He asked if grounds maintenance work could be looked at with a view to balancing out the work done across all sites around Ilfracombe.

RESOLVED, that further information be requested regarding the Maintenance contracts and who was assigned with carrying them out.

Mr Raybone was asked to leave the meeting.

11 ORDER OF AGENDA

RESOLVED, that item 12 be considered following item 14 on the agenda due to the Senior Regeneration Officer having to leave by 3.30 p.m.

12 EXCLUSION OF PUBLIC AND PRESS AND RESTRICTION OF DOCUMENTS

RESOLVED, that

- (a) under Section 100A(4) of the Local Government Act 1972, the Public and press were excluded from the meeting for the following item as it involved the likely disclosure of exempt information as defined by Paragraph 3 of Part 1 of Schedule 12A of the Act (as amended from time to time), namely information relating to the

financial or business affairs of any particular person (including the authority holding that information).

- (b) That all documents and reports relating to the item were confirmed as "Not for Publication".

13 SEVERN MARINE LTD PROPOSAL

The Harbour Board considered a project proposal put forward by Severn Marine Ltd (circulated previously).

The Harbour Master put forward a statement of support for this proposal.

RESOLVED, that the Statement of support for the proposal by Severn Marine Ltd be supported.

14 RE-ADMITTANCE OF PUBLIC AND PRESS

RESOLVED, that the public and press be re-admitted to the meeting.

15 DATE OF MEETING OF THE BOARD IN FEBRUARY 2018

The Board considered a revised date for the meeting to be held in February 2018.

RESOLVED, that the meeting originally scheduled to be held on Tuesday 13th February 2018 be changed to Tuesday 6th February 2018 at 2 p.m.

Chairman

The meeting ended at 3.40 p.m.

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