



Public Document Pack

North Devon Council
Brynsworthy Environment Centre
Barnstaple
North Devon EX31 3NP

K. Miles
Chief Executive.

HARBOUR BOARD

A meeting of the Harbour Board will be held in the Lantern Community Centre - Ilfracombe on **TUESDAY, 10TH AUGUST, 2021 at 2.00 pm.**

Members of the Harbour Board

Councillor Fowler (Chair)

Councillors Campbell and Turton and Wilkinson

Co-opted Members:

Martin Cleary, Bert Gear, Tim Gibbs and Nigel Thomas

AGENDA

1. Apologies for Absence
2. To approve as a correct record the minutes of the meeting held on 4 May 2021 and Special Harbour Board meeting held on 5 May 2021 (Pages 5 - 10)
(attached)
3. Items brought forward which in the opinion of the Chair, should be considered by the meeting as a matter of urgency
4. Declarations of Interest
(Please complete the form provided at the meeting or telephone Corporate and Community Services to prepare a form for your signature before the meeting) Items must be re-declared when the item is called, and Councillors/Co-optees must leave the room if necessary)
5. To agree the agenda between Part 'A' and Part 'B' (Confidential Restricted Information)

PART A

6. **Quarterly Designated Person Port Marine Safety Code Audit report - Ilfracombe and Lynmouth Harbours** (Pages 11 - 14)
Report by Health and Safety Manager (attached)
7. **Harbour Board - Annual Report 2020/21** (Pages 15 - 30)
Report by the Harbour Master and Chair of the Board (attached)

8. **Marine Safety Plan**
Harbour Master to report
9. **Aids to Navigation Update**
Harbour Master to report
10. **Harbour Security Update**
Harbour Master to report
11. **Infrastructure Update**
Harbour Master to report
12. **Future Projects**
Harbour Master to report
13. **Harbour Community Forum Update**
Chair of Harbour Community Forum to report

PART B

14. **Exclusion of Public and Press Restriction of Documents**
RECOMMENDED:
 - (a) That under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item as it involves the likely disclosure of exempt information as defined in 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 - (b) That all documents and reports relating to the item be confirmed as "Not for Publication".
15. **Ilfracombe and Lynmouth Harbours Powers Review report** (Pages 31 - 38)
Report by Harbour Master (attached)

If you have any enquiries about this agenda, please contact Corporate and Community Services, telephone 01271 388253

2.08.21



North Devon Council protocol on recording/filming at Council meetings

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council meetings that are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chairman of the meeting will make sure any request not to be recorded is respected.

The rules that the Council will apply are:

1. The recording must be overt (clearly visible to anyone at the meeting) and must not disrupt proceedings. The Council will put signs up at any meeting where we know recording is taking place.
2. The Chairman of the meeting has absolute discretion to stop or suspend recording if, in their opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'part B' where the public is excluded for confidentiality reasons. In such a case, the person filming should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be recorded. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be recorded must advise the Chairman at the earliest opportunity.
5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.

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Please contact either our Corporate and Community Services team or our Communications team in advance of the meeting you wish to record at so we can make all the necessary arrangements for you on the day.

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NORTH DEVON COUNCIL

Minutes of a meeting of Harbour Board held as a Virtual - Online meeting on Tuesday, 4th May, 2021 at 2.00 pm

PRESENT: Members:

Councillor Fowler (Chair)

Councillors Wilkinson

Co-optees:

Bert Gear and Tim Gibbs

Officers:

Ilfracombe Harbour Master, Head of Resources/Designated Person and Corporate and Community Services officer

Also Present: Lynton and Lynmouth Town Clerk

1. VIRTUAL MEETINGS PROCEDURE - BRIEFING AND ETIQUETTE

The Corporate and Community Services officer outlined the virtual meeting etiquette and procedure to the Board and attendees and confirmed the Members of the Board and Officers present.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Campbell and Mr Cleary.

3. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 2ND FEBRUARY 2021

RESOLVED that the minutes of the meeting held on 2 February 2021 (circulated previously) be approved as a correct record and signed by the Chair.

4. ITEMS BROUGHT FORWARD WHICH IN THE OPINION OF THE CHAIRMAN SHOULD BE CONSIDERED BY THE MEETING AS A MATTER OF URGENCY

The Chair reminded Members that there was a Special Harbour Board meeting on 5 May 2021 at 11 am to discuss the appointment of an Independent Member to the Board.

5. DECLARATIONS OF INTEREST

The following declarations of interest were announced:

Councillor Fowler – all items as was a boat owner and member of the Ilfracombe Yacht Club.

6. QUARTERLY DESIGNATED PERSON PORT MARINE SAFETY CODE AUDIT REPORT - ILFRACOMBE AND LYNMOUTH HARBOURS

The Board noted the Designated Person Port Marine Safety Audit report – Ilfracombe and Lynmouth Harbours (circulated previously).

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

The Designated Person gave the Board the following highlights:

Ilfracombe – actions completed

- The Audit of both harbours was carried out on 6th April 2021
- The Boats In had been completed safely on 1st and 2nd April 2021
- The Trinity House aids to navigation audit had been carried out on 22nd February 2021 and everything was found to be in order
- The work to the new Fenders on the First Landing had been completed
- Planning permission had been submitted to replace the existing ladders along Quay wall and Old Quay Head with the addition of protective fendering

Ilfracombe – risk management

- There were no non-conformities found in the three topic areas that were audited this quarter; Consultation and Consensus, Enforcement and Open Port Duty and Setting Dues
- A bulge in the wall at Stone Bench was being monitored for future remedial works, the senior engineer was aware of the situation
- The new CCTV installation had taken place and the Harbour Master was very impressed with the quality of the new system

Lynmouth – actions completed

- The work to fit a new galvanised hand rail to the wall opposite the steps, at the Rising Sun pub, off the slipway down to the Harbour had been completed

Lynmouth – risk management

- With the legal status of Lynmouth Harbour still being looked at, the majority of the internal audit matters did not apply
- Storm damage had been sustained to the Causeway in February 2021. Access into the Harbour had been cleared of debris to mitigate any immediate risks to users but long term plans for Capital Programme repair work would need to be submitted to the Council via a business case to the Project Appraisal Group
- The remedial works to the lower steps was still pending due to the weather and tide conditions not permitting works to be carried out but it had been noted there was no further deterioration of their condition
- Likewise remedial works to the quoins along the edge of the slipway were pending due to weather and tide conditions
- A worn white line needed repainting at the top of the slipway

In response to a question about the replacement of the pole to the Aid to Navigation light on the sea end of the Harbour Arm at Lynmouth. The Harbour Master replied that as we were the Local Light Authority we were under obligation to repair faults. It was hoped to replace the pole with a quarter folding pole.

In response to concerns raised about the installation of the new CCTV cameras. The Harbour Master advised the Board that no cameras were directed at private property, planning permission was not required to install them as the installation came under the Regulation of Investigatory Powers Act 2000 (RIPA) which regulated public bodies carrying out surveillance. The purpose of the new system was for the safety of Harbour users and was intended to be a deterrent.

7. MARINE SAFETY PLAN

The Harbour Master advised that the item was missing the word management, so should read Marine Safety Management Plan. There was no update to give.

8. AIDS TO NAVIGATION UPDATE

The Harbour Master reported that all ok and not update to be given.

9. HARBOUR SECURITY UPDATE

The Harbour Master updated the Board members in relation to the Harbour Security.

The following updates were given:

- With the new CCTV system installed any security incidents could now be tracked back
- Ilfracombe Harbour wasn't currently International Ship and Port Security (ISPS) status but with the arrival of the world's largest Cruising Tall Ship, The Golden Horizon visiting Ilfracombe on 29th July 2021 ISPS status would be reinstated
- The maximum passenger capacity would be 225 and it was not known at this stage if the Cruise ship was fully booked, it wasn't anticipated that there would be too much disruption caused to local operators
- Temporary restricted areas would be zoned off with external security measures in place

10. INFRASTRUCTURE UPDATE

The Harbour Master updated the Board in relation to Infrastructure.

The Harbour Master gave the Board the following updates:

- No major works were planned for the financial year 2021/22
- A bid to the Fisheries and Seafood fund had been made for works at the Cove and the provision of toilet facilities for the fishermen within their compound
- Was looking into changing the handrails around the harbour and had found a Company who used a composite material designed for the Marine environment. Planning permission had been submitted and would be heard at the July Committee
- In the process of updating the signage around the Harbour

11. FUTURE PROJECTS

The Harbour Master advised there were no further updates to be given.

12. HARBOUR COMMUNITY FORUM UPDATE

The Chair of the Ilfracombe Community Forum sent his apologies he could not be present and that there was no update to give.

The Chair invited Kevin Harris, Clerk of Lynton and Lynmouth Town Council, to address the Board with updates from Lynmouth Harbour.

Mr Harris gave the following updates:

- When the weather allowed the white lines at the top of the slipway in Lynmouth would be repainted
- They were looking at options for the replacement of the red light pole
- During the storms in February 40 metres of the causeway had fallen off into the harbour. A visit from the senior engineer confirmed a safety survey would need to be carried out to determine the effects of the missing causeway. Legal were looking at the deeds of covenant to ascertain whether the causeway had to be reinstated to its previous condition as originally gifted to the town

Chair

The meeting ended at 2.41 pm

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

NORTH DEVON COUNCIL

Minutes of a meeting of a Special Harbour Board held as a Virtual - Online meeting on Wednesday, 5th May, 2021 at 11.00 am

PRESENT: Members:

Councillor Fowler (Chair)

Councillor(s) Wilkinson

Co-optees:

Martin Cleary and Tim Gibbs

Officers:

Ilfracombe Harbour Master and Head of Resources/Designated Person and Corporate and Community Services Officer

13. VIRTUAL MEETINGS PROCEDURE - BRIEFING AND ETIQUETTE

The Corporate and Community Services Officer outlined the virtual meeting etiquette and procedure to the Board members and Officers present.

The Corporate and Community Services Officer confirmed who was in attendance.

14. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Campbell.

15. DECLARATIONS OF INTEREST

Councillor Wilkinson declared a personal interest as the candidate proposed to be offered the position of Independent Harbour Board member was a good friend.

16. APPOINTMENT OF AN INDEPENDENT MEMBER TO THE HARBOUR BOARD

The Board considered the Appointment of an Independent Member to the Harbour Board report (circulated previously) by the Harbour Master.

The Chair outlined the interview process that had been undertaken on 7th April 2021 at Ilfracombe Harbour and both candidates were of a very high calibre and had conducted themselves very well throughout the interview.

The Harbour Master added that the candidate, Mr Thomas, who was being recommended to be offered the position of Independent Member to the Harbour

Board, had a very sound maritime background with extensive knowledge of the marine world.

RECOMMENDED that Council approves the appointment of Mr Nigel Thomas as Independent Member of the Harbour Board until 20th July 2025.

Chair

The meeting ended at 11.13 am

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

Agenda Item 6

HARBOUR BOARD MEETING: 10th August 2021

Quarterly Designated Person Port Marine Safety Code Audit Report – Ilfracombe & Lynmouth Harbours

Ilfracombe - 13th July 2021- **Captain Georgina Carlo-Paat (Harbour Master)**
Jon Triggs, (Designated Person)
Mark Roberts (Engineer),
Pamela Charles (H&S Adviser)

Lynmouth - 13th July 2021 - **Kevin Harris (Town Clerk),**
Captain Georgina Carlo-Paat (Harbour Master),
Jon Triggs, (Designated Person)
Mark Roberts (Engineer),
Pamela Charles (H&S Adviser),

1. PURPOSE OF REPORT

- 1.1 To advise Members of the Harbour Board of the outcome of the quarterly audits.
- 1.2 The quarterly audits are carried out to fulfil the responsibility placed upon the Designated Person (DP) to ensure the Marine Safety Management System is working correctly in compliance of the Port Marine Safety Code.

2. ACTIONS COMPLETED FROM PREVIOUS INSPECTIONS- ILFRACOMBE

- 2.2 Unannounced Inspection of the relocated lower leading light, (Water Sports Centre work), carried out by Trinity House under the Merchant Shipping Act 1995, Section 198(1) found everything to be in order.
- 2.3 New composite handrail now installed on inner and outer steps of Old Quay Head.
- 2.4 Retention netting on Cove, above and adjacent to Fishermen's sheds passed inspection.
- 2.5 One new electrical conduit had been installed on Old Quay Head.
- 2.6 New CCTV cameras and Tannoy system have been fitted on the Harbour.
- 2.7 A ladder on Quay Road had been displaced from the wall by a visiting boat. This has been repaired.
- 2.8 A lamppost at the end of the Second Landing has been replaced with one that has a removable top part, to allow boats to be lifted in and out at this point, without the risk of damaging the lamp post.

3. RISK MANAGEMENT- ILFRACOMBE

- 3.1 An internal audit of the following topics was carried out this quarter:
 - (i) Marine Safety Management System – no non conformities
 - (ii) Aids to Navigation - no non conformities
 - (iii) Wrecks - no non conformities

- 3.2 Bulge in wall and missing pointing on Stone Bench will require monitoring for possible future remedial work, although it is noted that the condition had not worsened.
- 3.3 New composite handrail to be fitted to steps on end of Old Quay Head after Boats Out this year.
- 3.4 Installation of remaining two new electrical conduits on Old Quay Head, work is still outstanding.
- 3.5 Damaged fender on the Cove, back plate needs realigning. The fender is not unsafe to use but this work needs to be carried out.
- 3.6 Crack along East Face, but no records to show what this part of the Harbour was constructed from. To be monitored.
- 3.6 The top rails along the wall on Quay Road are to be removed and mooring rings to be installed for visiting boats to use.
- 3.7 For the safety of persons using Quay Road, it is intended to go out to Consultation on removal of the benches and levelling up of the wall along Quay Road.
- 3.8 Harbour Master advised that removal of Trade waste is not always happening when the contract states it will, leading to overflowing receptacles. One receptacle with a missing lid and dangerous sharp edges is to be removed.
- 3.9 Harbour Master and Deputy Harbour Master are dealing with an increasing number of health and safety issues involving dangerous activities within the harbour, for example people jumping of landings and Old Quay Head and climbing up Verity. This can be very time consuming and takes the Masters off their other duties, particularly when they are lone working for four days a week.

4. ACTIONS COMPLETED FROM PREVIOUS INSPECTIONS- LYNMOUTH

- 4.1 A survey of the Causeway had been completed, however the contractor's survey vessel sank and the information gathered has yet to be retrieved from the sunken vessel.
- 4.2 Quotes had been obtained for a new pole to the Aid to Navigation light on the sea end of the Harbour Arm, which appears to be corroded and requires replacing. Price for a Composite pole is more favourable than for a Steel Carbon pole.

5. RISK MANAGEMENT – LYNMOUTH

- 5.1 An internal audit of the following topics was carried out this quarter:
 - (i) Marine Safety Management System – minor non conformities
 - (ii) Aids to Navigation – no non conformities
 - (iii) Wrecks – no non conformities

It should be noted that due to the current status of Lynmouth with no statutory responsibilities, powers or limits of jurisdiction most of the audit matters do not apply.

Agenda Item 6

- 5.2 Awaiting results of the Causeway survey in order to determine future works required.
- 5.3 Remedial works to the lower steps (opposite The Rising Sun) off the slipway down into harbour are still pending. It is intended to carry out the works at the end of the summer and before the cold weather sets in.
- 5.4 Remedial works required to the quoins along the top edge of the slip way wall are still pending, although it is noted that their condition had not worsened. These works will require scaffolding to be erected as for item 5.5 which will be a difficult task.
- 5.5 Pointing has opened up along the quoins on the inside wall of the Harbour Arm and will require remedial works. Still pending, although it is noted that the condition had not worsened
- 5.6 Additional mooring rings have been identified as being required. Previously one of the moorings being used had the line secured across the steps to the hand rail on the wall side of steps on the Harbour Arm and whilst this had now been prevented, mooring lines were now being secured to the railings on the far side of the walk way, causing a trip hazard.
- 5.7 The worn white line requires repainting at the top of the slipway. Still outstanding, should be completed when car park markings are repainted
- 5.8 It was noted that the railings to The May Bridge, just beyond the Harbour jurisdiction were badly corroded and in a poor state of repair. Devon County Council (DCC) undertook a survey of this and other footbridges across the river in 2020, but no work has yet been carried out. It was agreed that the Health and Safety Adviser would make contact with DCC to report Lynton & Lynmouth Town Council's health and safety concerns, and requesting that they take appropriate action. DCC state that currently there is no designated highway or public right of way over the bridge and the ownership of the bridge is currently unknown. DCC have responded to the effect that they are looking at a temporary solution to strengthen the parapets to allow the bridge to remain in service and will action this as soon as possible.

6. CONCLUSIONS

- 6.1 Health and Safety at Ilfracombe Harbour continues to be proactively managed by the Harbour Master. A number of matters have been resolved since the last audit.
- 6.2 Health & Safety at Lynmouth is being proactively managed by the Town Clerk. Matters have been dealt with since the last audit. It remains difficult to audit the harbour whilst its legal status is still under review and resolving this matter is ongoing.

Pamela Charles
H&S Adviser
July 2021

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HARBOUR BOARD

Annual Report 2020/21

August 2021



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1.0 CHAIRMAN'S' INTRODUCTION

Welcome to our Annual Report for 2020/21, outlining the activities and context of the operations of Ilfracombe and Lynmouth Harbours managed by the North Devon District Council Harbour Board.

As a municipal harbour authority, I believe we are an effective board made all the stronger by the inclusion of non- elected independent members from a range of backgrounds in marine, business and environment, bringing a strong set of skills and broad professional experience, who as an elected member, I consider it very worthwhile to be able to serve alongside.

I would like to thank all of the staff in our Harbours, for their hard work and commitment this past year during these unprecedented times for the dedication shown in the interests of our Harbours, in order to best serve our stakeholders, customers, and the wider North Devon community.

I hope this Annual Report will reflect our Boards' determination to provide viability, accountability, and transparency for the maritime assets we manage.



THE HARBOUR BOARD

The Board consists of eight members, with four being North Devon Councillors and four Independent Board members who are appointed following a skills audit.

The Harbour Board has been set up following best practice which was identified in the Municipal Ports Review and it operates as a committee of the Council. The Harbour Board is a non- executive function and reports to the Full Council.

Its role and function is described in the Memorandum of Understanding (MoU) between the Council and the Board. It is a requirement under the MoU that the Harbour Board will provide an annual report to North Devon District Council on how it is managing the Harbours in a manner that is consistent with relevant policies, plans and legislation.

Over the last twelve months the Harbour Board has considered a number of issues.



PORT MARINE SAFETY CODE

The Port Marine Safety Code (The Code) is primarily aimed at the 'Duty Holder' (i.e. Full Council) who is directly accountable for marine safety in harbour waters.

The Code was updated in November 2016 and sets out a national standard for every aspect of port marine safety. Its aim is to enhance safety for everyone who uses or works in the UK port marine environment. It is endorsed by the UK Government, the devolved administrations and representatives from across the maritime sector and whilst a failure to comply is not an offence in itself, a link may be drawn between a failure to implement the principles of the Code and prosecution under the Health and Safety legislation, therefore these bodies have a strong expectation that all harbour authorities will comply.

The Code is intended to be flexible enough so that any size of harbour or marine facility will be able to supply its principles in a way that is appropriate and proportionate to local requirements.

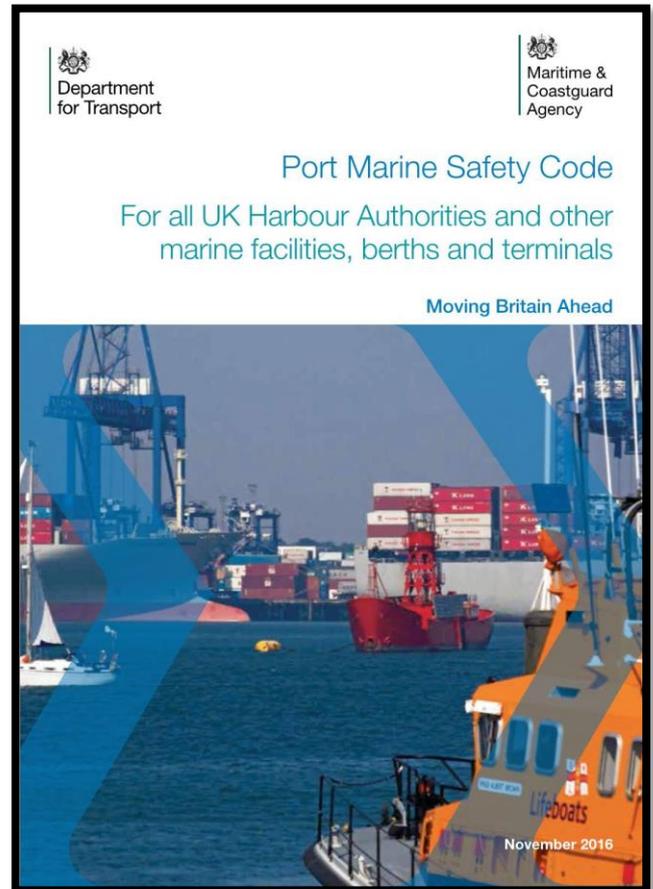
The new Code considers ten key areas which are, Duty Holder, Designated Person, Legislation, Duties and Powers, Risk Assessment, Marine Safety Management System, Review and Audit, Competence, Plan and Aids to Navigation.

The accompanying Guide to Good Practice on Port Marine Operations was updated in April 2018. This guide is intended to support and supplement the Port Marine Safety Code and contains useful information and more detailed guidance on a number of issues relevant to the management of port facilities.

A letter of compliance with the code, which is required every three years, has been sent by the Leader of North Devon District Council to the Maritime Coastguard Agency dated 3rd of February 2021 which is valid until February 2024.

The letter states that under the Code Ilfracombe Harbour meets the standards required and that Lynmouth Harbour does not at this time meet all of the standards required and that we as an authority are actively working towards bringing Lynmouth into full compliance.

Both Harbours underwent the three yearly external audit in 2020 and the findings are being progressively worked through to that end.



PORT FACILITY SECURITY PLAN

Regulation (EC) No. 725/2004 of the European Parliament, together with the Ship and Port Facility (Security) Regulations 2004 and the Ship and Port Facility (Security) (Amendment)

Regulations 2005 are the principle pieces of legislation that have relevance to the International Ship and Port Security (ISPS) Code in the UK.

Compliance with this legislation is required for Ilfracombe Harbour by virtue of Ilfracombe being a Cruise Ship Port of Call. The Port Facility Security Plan for Ilfracombe was approved in 2020 and is valid for 5 years. In addition, there is a requirement to have a Port Facility Security Officer (PFSO) which is currently held by the Harbour Master. Under the new regulations published in April 2021 the Deputy PFSO is now required to complete the same training course and to this end the Deputy Harbour Master will be attending the required course this coming December.

To hold compliance the Harbour must hold 4 security drills per 12 months and attend 1 full exercise every 12 months.

As Ilfracombe is classed as a small port by ISPS standards the PFSO complies with this requirement by attending the exercises conducted by Plymouths Port Security Authority.

Ilfracombe is also required to have a Port Security Committee (PSC) with committee meetings held every 6 months. The PSC members consists of Harbour Board members, Border Force, Police, Harbour Users and the Harbour Team.

To date Ilfracombe is in full compliance with the ISPS Code.



OIL SPILL CONTINGENCY PLAN

These five year plans are a requirement under the Merchant Shipping (Oil Pollution Preparedness, Response and Co-operation Convention) Regulations 1998 which requires contingency plans for any harbour or oil handling facility offering berths alongside, on buoys or at anchor, to ships of over 400 GT or tankers (oil or chemical) of over 150 GT. Due to Ilfracombe's geographical position, Historical structures and surrounding areas of AONB and SSSI, Ilfracombe Harbour is required to hold an Oil Spill Contingency Plan (OSCP)

There is a need to be capable of responding to a Tier 1 oil spill, together with holding the appropriate stock of equipment, have a formal agreement in place for a Tier 2 response together with adequate training of the required Commanders and 1st Responders and exercising of the plan including a three yearly multi agency exercise.

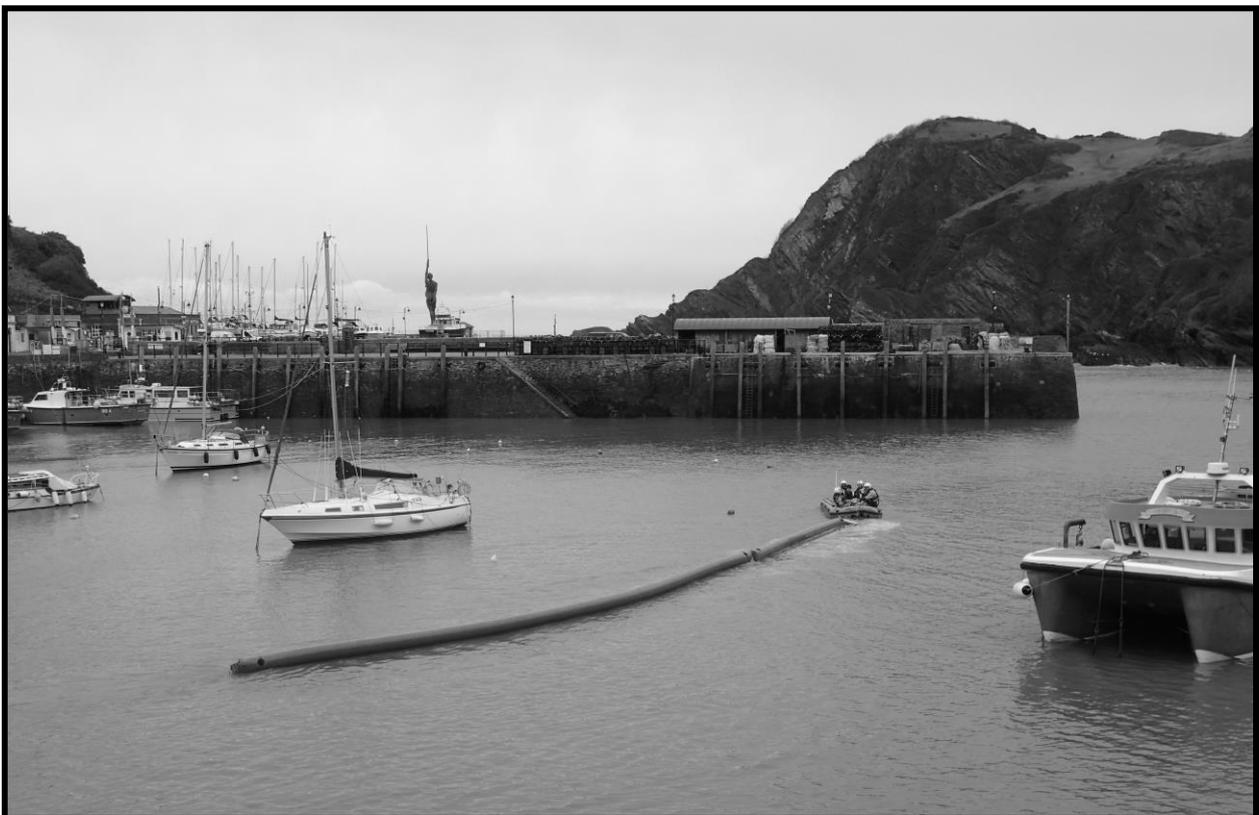
Ilfracombe's OSCP is due for renewal in May 2022.

The next three yearly exercise is due in March 2022.

Our Tier 2 contractors are Ambipar Response Limited.

Both the Harbour Master and their Deputy are trained 4P Commanders and we have 5 trained 2P 1st Responders.

To date Ilfracombe Harbour is in full compliance with the OSCP requirements.



PORT WASTE MANAGEMENT PLAN

The Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003 are applicable to any harbour or terminal within the UK. Every harbour authority operator has to provide waste reception facilities adequate to meet the needs of vessels normally using the harbour without undue delay to those vessels.

In addition to the provision of facilities, there is also a requirement to produce Port Waste Management Plans, valid for three years, for the harbours managed by the Council.

Ilfracombe Harbour revalidated their waste management plan in August 2019.

MARINE EMERGENCY PLAN

The Plan is prepared in accordance with the legal obligations placed on authorities that are contained within:

- The Dangerous Substances in Harbour Areas regulations 1987 (Regulations 26,27 and 28)
- Control of Industrial Major Accident Hazard Regulations 1984
- Public Health (Ships) Regulations 1979

Ilfracombe Harbours Emergency Plan is up to date and a multi-agency exercise to test the plan has been organised for September 1st 2021.

DEVELOPMENT STRATEGY 2012-2026

Ilfracombe Harbour Board are committed to keeping its Development Strategy under review and updating it as necessary to provide a current document which informs potential developers and planners. Changing circumstances and recent business successes at the Harbour have identified a need to issue an Addendum to the 2012-2026 Strategy.

The Ilfracombe Harbour Board's Development Strategy is underpinned by 4 main economic drivers, namely;

- To increase the potential for the Harbour to support and take advantage of technological and economic development in the renewable energy sector.
- To provide accommodation for new Harbour related activities and support the flexibility and interchangeability of existing and future Harbour related uses and operations.
- To support tourism and leisure activities in Ilfracombe and the wider North Devon area.
- To ensure that Ilfracombe Harbour retains its ability to function as a viable port and fulfils its role as a Lifeboat base and the only harbour on the North Devon coast with direct access to the open sea.

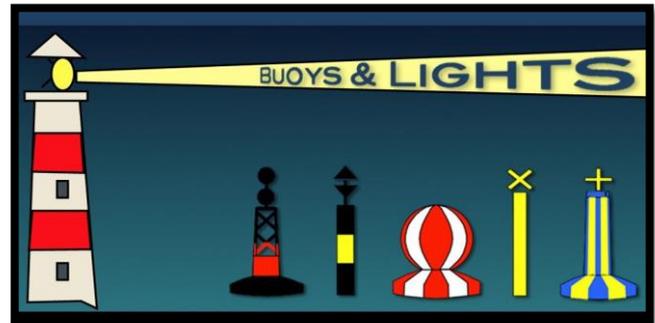
LOCAL AIDS TO NAVIGATION (ATONS)

It is a requirement under the Merchant Shipping Act 1995 (Section 198(1)) that an inspection of the Local Aids to Navigation is carried out annually by an officer from Trinity House Lighthouse Service with any deficiencies corrected and reported back to them.

Both Ilfracombe and Lynmouth Harbour have received clear reports with no deficiencies reported.

Ilfracombe reported one failure in the 2020/21 year that being the Pier Inner light. The Failure was due to the transponder being damaged by an angler casting his line.

Ilfracombe Harbour has a 24hr electrician on call for such a situation and this was repaired in good time to ensure the AtoN did fall below the target as determined by Trinity House and maintained 99.38% availability.



HARBOUR BYELAWS

Harbour Byelaws for the Harbours are an integral part of the Port Marine Safety Code and are required to be reviewed to ensure they are still fit for purpose.

NDC commissioned a powers review in early 2020 using the services of Ashford's LLP, unfortunately with the onset of the Pandemic and the Parliamentary archives closing, and to date they are still closed, this review has yet to be finalised.



ACTIVITIES UNDERTAKEN WITHIN THE HARBOURS

COMMERCIAL

Ilfracombe Harbour has a number of commercial businesses they are divided into commercial fishermen and commercial day trip operators.

There are 8 registered fishing vessels with permanent moorings ranging from 15 to 7 metres in length.

There are 13 day trip vessels with permanent moorings ranging from Scenic Cruises to fast Rib adventures to Diving to day fishing.

All of these businesses have premises and/or storage facilities on the Harbour.

On a seasonal basis the Lundy Ferry and supply vessel The Oldenburg operates out of Ilfracombe and the Lundy Company have offices and storage on the Harbour.

Additionally, the Harbour has a number of marine related businesses catering to the Public, the Sea Aquarium / Café, S&P Fish Shop who sell locally caught produce from their own vessels and Walrus Fisheries who specialise in supplying North Devon Lobsters wholesale.

There are a number of commercial Water sports and Diving companies that use Ilfracombe harbour to operate out of and have storage space allocated.

Over the winter of 2020/21 investment has been made to provide better landing facilities for all commercial operators by installing a new fendering system on the South Pier and opening up new landings.

LEISURE

Ilfracombe Harbour has 63 permanent moorings for leisure vessels which are all allocated with an ever-growing waiting list.

The Harbour is home to a number of clubs they are the Gig Club, Y Sail, Canoe Club and the Sea Cadets. St Georges House have storage space allocated to them on the Harbour and are regular harbour users.

The Harbour has storage facilities for Kayaks and Dinghies which are at full capacity with 43 Kayaks and 18 dinghies currently within the 2 compounds.

Ilfracombe is an attractive destination for visiting yachts and the Harbour averages 845 overnight stays per annum. Due to the Pandemic this was greatly reduced to 492 overnight stays this financial year.

Ilfracombe Harbours Slipway is one of the most accessible slipways on this coast line due to the fact it is also the RNLI slipway and so it is a favourite launch site for Jet Skis and all manner of privately owned watercraft.

As a drying Harbour the inner top end of the Harbour bed regularly becomes a 'beach' and is again a favourite destination, as it dries to soft sand, for families to come for the duration. To this end and to enable order to be kept a local business has been licenced by NDC to rent out deckchairs and this has kept the area clean and tidy when the deckchairs are out.

Agenda Item 7

NDC maintains and manages visiting Yacht shower and toilet facilities situated in the Yacht Club, the usage charge is inclusive of the mooring dues.

In early 2021 NDC applied for and was granted a fund by the Maritime Management Organisation (MMO) for the installation of a new CCTV and Tannoy system which has added a much needed security facility for all within the Harbour demise.

ENVIRONMENT

Iffracombe Harbour is set within a Voluntary Marine Conservation Area and partly within an Area of Outstanding Natural Beauty and adjacent to a Marine Conservation Zone. Within its boundaries it has Grade 1 and Grade 2 Star listed buildings. It is adjacent to Sites of Special Scientific Interest and County Wildlife Sites and immediately adjacent to the Harbour is a site designated as a Scheduled Ancient Monument. Part of the Harbour footprint includes a section of the North Devon Heritage Coast and a Local Nature Reserve. All of these factors reflect the unique nature of the harbour, its long history and its place in the community.

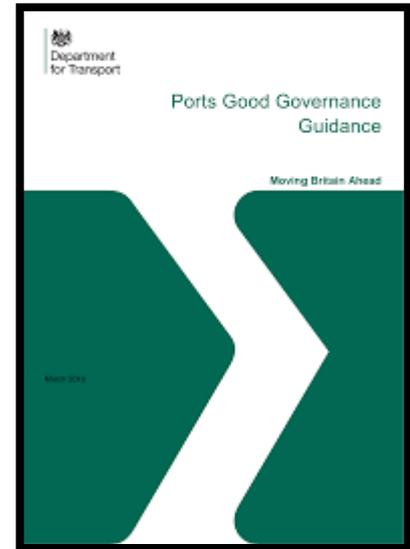
As a Harbour and Public Authority there are certain legal duties that must be upheld contained within the Harbour Act 1964 the Environmental Protection act 1990 and the Natural Environment & Rural Communities Act 2006 amongst others.

To this end Iffracombe has developed an Environmental Management Plan which is regularly reviewed and is up to date.



PORTS GOOD GOVERNANCE GUIDANCE (MUNICIPAL PORTS REVIEW)

The Department for Transport (DfT) has published the new Ports Good Governance Guidance which is focused on corporate governance for all statutory harbour authorities in England. It includes sections relevant to all types of ports with specific detailed guidance on trust and local authority owned ports. This guidance is for all ports and harbours irrespective of whether they are managed as a trust, municipal or private port.



HARBOUR BOARD REPORTS

During the last twelve months the Harbour Board has considered a number of reports.

- Extension of the Ilfracombe Birdman event from 1 day to 2 days
- The Quarterly Designated Person reports
- Annual Charges review
- Quarterly updates on Aids to Navigation
- Quarterly updates on Harbour Security
- Quarterly updates on Infrastructure
- Quarterly reports from the Ilfracombe Harbour community forum
- Updates on Future Projects
- Ilfracombe Harbour Environmental Management Plan
- Ilfracombe Harbour Marine Emergency Plan
- Ilfracombe Harbour Edge Protection Policy
- Three-month waiver of Harbour Fees
- Report on the External Port Marine Safety Code Audit
- Ilfracombe Harbour Enforcement and Prosecution Policy
- Ilfracombe Harbour Marine Safety Management System
- Ilfracombe Harbour Dangerous Goods Standard Operating Procedures
- Ilfracombe Harbour Training Policy
- Appointment of an independent member to the Harbour Board
- Ilfracombe Harbour Bunkering Standard Operating Procedures
- Ilfracombe Harbour Diving Standard Operating Procedures
- Ilfracombe Harbour Marine Safety Plan
- Lynmouth Harbour Marine Safety Management System
- Traffic Management on Quay Road

3.0 FINANCIAL INFORMATION

SUMMARY PROFIT AND LOSS ACCOUNT AS AT 31 MARCH 2021

ILFRACOMBE HARBOUR

	2020/21	2019/20
Operating Income	(86,824)	(113,535)
Expenditure Operating and Maintenance	190,466	247,182
Overheads	46,409	43,737
Total Expenditure	236,875	290,919
Net Deficit/(Surplus)	150,051	177,384

LYNMOUTH HARBOUR

	2020/21	2019/20
Operating Income	(3,807)	(3,416)
Expenditure Operating and Maintenance	3,620	5,321
Overheads	20,165	21,555
Total Expenditure	23,785	26,876
Operating Deficit/(Surplus)	19,978	23,460

APPOINTED MEMBERS

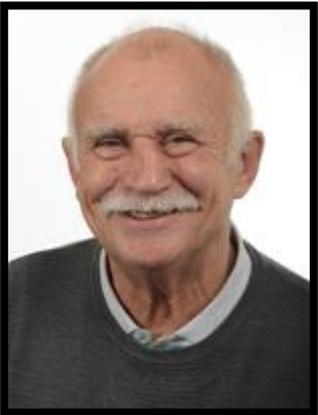


COUNCILLOR GEOFFREY FOWLER

Board Chairman

Party: Liberal Democrats

Ward: Ilfracombe West



COUNCILLOR MALCOLM WILKINSON

Board Vice Chairman

Party: Liberal Democrats

Ward: Morthoe



COUNCILLOR DANIEL TURTON

Party: Conservative

Ward: Ilfracombe East



COUNCILLOR JIM CAMPBELL

Party: Independent

Ward: Ilfracombe East

INDEPENDENT MEMBERS



ILFRACOMBE TOWN COUNCILLOR BERT GEAR

Bert was born in Ilfracombe and is now retired after running his own business in the town for over 20 years.

He has been a town councillor for over 6 years.

Bert is a Trustee for the Ilfracombe Museum, and an Ex-Launch Authority for our RNLI Lifeboat.



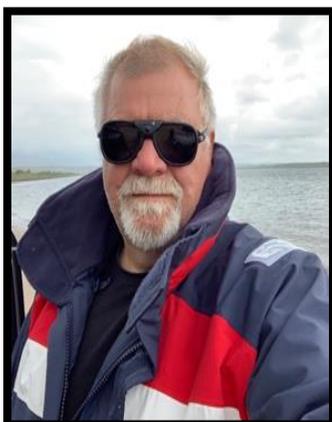
MR TIM GIBBS

After a career in the Merchant Navy ending as Chief Engineer, he spent many years working around the world in management with shipowners and shipyards. For the last 15 years he has undertaken a number of voluntary jobs and worked freelance on several large marine projects. He is a Chartered Engineer and a Fellow of the Institute of Marine Engineering, Science & Technology



MR MARTIN J CLEARY MSC

Graduating as a mine surveyor in 1975 was the precursor to his appointment as statutory surveyor at collieries within the Staffordshire and Warwickshire coalfields. Following the closures of deep mines during the 1990's, He then qualified in Civil Engineering and Environmental Management. In the course of which he joined Robert Wynn and Sons, a specialist heavy lift company primarily serving the electricity supply industry and renewable energy sector throughout the UK. In 2001 Martin was appointed Director responsible for many ground breaking projects. Martin retired to Ilfracombe in 2015 where Martin and his wife and carried out a restoration of their Victorian home. Martin is a keen gardener and allotmenteer.



MR NIGEL THOMAS

Nigel was born in Barnstaple and lived 40 plus years in Woolacombe. He trained as a Marine Engineer and went to sea with Shell Tankers. Then working for Appledore Shipyards he worked in Plymouth on Naval contracts. He then moved over to the operation of large jack up rigs, building the Second Severn Crossing and the Antirion bridge in Greece. Transferring back to the oil industry Nigel operated oil rigs in various world-wide locations, finally becoming a Rig Mover, Barge Engineer trainer and commissioner for new builds worldwide. Nigel finally came ashore 4 years ago. Nigel is an avid sailor with a yacht and a small RIB.

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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