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

K. Miles
Chief Executive.

SPECIAL HARBOUR BOARD

A Special meeting of the Harbour Board will be held as a Virtual - Online meeting on **WEDNESDAY, 5TH MAY, 2021 at 11.00 am.**

Members of the Harbour Board

Councillor Fowler (Chair)

Councillors Campbell, Turton and Wilkinson

Co-opted Members:

Martin Cleary, Bert Gear and Tim Gibbs + one vacancy

AGENDA

1. Virtual meetings procedure - briefing and etiquette
Chair to report.
2. Apologies for Absence
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 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 must leave the meeting if necessary)
5. To agree the agenda between Part 'A' and Part 'B' (Confidential Restricted Information)

PART 'A'

6. **Appointment of an Independent Member to the Harbour Board** (Pages 5 - 6)
Report by the Harbour Master, (attached).

PART 'B'

Nil

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

26.04.21



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.

Notes for guidance:

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.

For more information contact the Corporate and Community Services team on **01271 388253** or email **memberservices@northdevon.gov.uk** or the Communications Team on **01271 388278**, email **communications@northdevon.gov.uk**.

REPORT TO: SPECIAL HARBOUR BOARD

Date: 05/05/2021

**TOPIC: APPOINTMENT OF AN INDEPENDENT MEMBER TO
THE HARBOUR BOARD**

REPORT BY: HARBOUR MASTER

1 INTRODUCTION

- 1.1 This report details the selection process for the appointment of an Independent Member to the Ilfracombe Harbour Board.

2 RECOMMENDATION

- 2.1 That Mr Nigel Thomas be appointed as an Independent Member on the Harbour Board for a four year period until 20th July 2025.

3 REASONS FOR RECOMMENDATIONS

- 3.1 The Members of the Interview Panel, (the Panel), considered following the interview process that Mr Nigel Thomas had demonstrated the required attributes, and, therefore recommend Mr Nigel Thomas to be co-opted to serve on the Harbour Board.

4 REPORT

- 4.1 An Independent Member vacancy arose on the Ilfracombe Harbour Board due to Mr Colin Knill tendering his resignation August 2020.
- 4.2 The position was advertised in the local press and on North Devon Council's website.
- 4.3 The Panel agreed to interview the two applicants who had applied to serve on the Board as an Independent Member; the two candidates were interviewed each having met the essential criteria of the selection criteria.
- 4.4 The interview panel consisted of Captain Georgina Carlo-Paat and Councillor Geoff Fowler, Chair of the Harbour Board.
- 4.5 Following the interviews of each of the candidates the Panel considered that Mr Nigel Thomas was the preferred candidate to be recommended to Council for appointment.

4.6 The selection process mirrored that undertaken for the appointment of Independent and Parish Council appointments to the Ethics Committee and the Council's Officers' appointments.

5 RESOURCE IMPLICATIONS

5.1 There are no resource implications associated with this report.

6 CONSTITUTIONAL CONTEXT

Article or Appendix and paragraph	Referred or delegated power?
Part 3, Annexe 1, Paragraph 6	Referred

7 STATEMENT OF CONFIDENTIALITY

7.1 This report contains no confidential information or exempt information under the provisions of Schedule 12A of 1972 Act.

8 BACKGROUND PAPERS

8.1 The following background papers were used in the preparation of this report:

- Application forms and evaluation forms that also contained personal information relating to an individual which are not for publication as they contained material personal to that applicant.

The background papers are available for inspection and kept by the author of the report.

9 STATEMENT OF INTERNAL ADVICE

9.1 The author (below) confirms that advice has been taken from all appropriate Councillors and officers.

Author: A. Dunbrook, Corporate and Community Services Officer on behalf of the Harbour Master.

Date: 20/04/21