

Public Document Pack



NOTICE OF MEETING

Meeting	River Hamble Harbour Board
Date and Time	Friday, 5th April, 2019 at 10.00 am
Place	Warsash Sailing Club, SO31 9FS
Enquiries to	members.services@hants.gov.uk

John Coughlan CBE
Chief Executive
The Castle, Winchester SO23 8UJ

FILMING AND BROADCAST NOTIFICATION

This meeting may be recorded and broadcast live on the County Council's website. The meeting may also be recorded and broadcast by the press and members of the public – please see the Filming Protocol available on the County Council's website.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

All Members who believe they have a Disclosable Pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Part 3 Paragraph 1.5 of the County Council's Members' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 1.6 of the Code. Furthermore all Members with a Non-Pecuniary interest in a matter being considered at the meeting should consider whether such interest should be declared, and having regard to Part 5, Paragraph 2 of the Code, consider whether it is appropriate to leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with the Code.

3. MINUTES OF PREVIOUS MEETING (Pages 5 - 10)

To confirm the minutes of the previous meeting held on 11 January 2019.

4. DEPUTATIONS

To receive any deputations notified under Standing Order 12.

5. CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements the Chairman may wish to make.

6. MINUTES OF THE MEETING OF THE RIVER HAMBLE HARBOUR MANAGEMENT COMMITTEE - 15 MARCH 2019 (Pages 11 - 14)

To receive the draft minutes of the meeting of the River Hamble Harbour Management Committee held on 15 March 2019.

7. MARINE DIRECTOR AND HARBOUR MASTER'S REPORT AND CURRENT ISSUES (Pages 15 - 34)

To consider a report of the Director of Culture, Communities and Business Services summarising incidents and events in the Harbour and covering issues currently under consideration by the Marine Director.

8. ENVIRONMENTAL UPDATE (Pages 35 - 38)

To consider a report of the Director of Culture, Communities and Business Services summarising recent environmental management of the Harbour.

9. ANNUAL REVIEW OF BUSINESS PLAN (Pages 39 - 46)

To consider a report of the Director of Culture, Communities and Business Services regarding the Harbour Authority Business Plan.

10. RIVER HAMBLE ASSET REGISTER (Pages 47 - 52)

To consider a report of the Director of Culture, Communities and Business Services outlining the register of assets and replacement schedule.

11. RIVER HAMBLE FUTURE OPTIONS (Pages 53 - 68)

To consider a report of the Directors of Corporate Resources and Culture, Communities and Business Services with information on future options for the Harbour Authority.

12. FORWARD PLAN FOR FUTURE MEETINGS (Pages 69 - 74)

To consider a report of the Director of Culture, Communities and Business Services anticipating future business items for the Committee and Harbour Board.

ABOUT THIS AGENDA:

On request, this agenda can be provided in alternative versions (such as large print, Braille or audio) and in alternative languages.

ABOUT THIS MEETING:

The press and public are welcome to attend the public sessions of the meeting. If you have any particular requirements, for example if you require wheelchair access, please contact members.services@hants.gov.uk for assistance.

County Councillors attending as appointed members of this Committee or by virtue of Standing Order 18.5; or with the concurrence of the Chairman in connection with their duties as members of the Council or as a local County Councillor qualify for travelling expenses.

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Public Document Pack Agenda Item 3

AT A MEETING of the River Hamble Harbour Board of HAMPSHIRE COUNTY COUNCIL held at Warsash Sailing Club on Friday, 11th January, 2019:

Chairman:
p. Councillor Keith Evans

p. Councillor Peter Latham
a. Councillor Keith House
p. David Jobson
p. Nikki Hiorns
p. Chris Moody
p. Jason Scott

61. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor House.

62. **DECLARATIONS OF INTEREST**

Members were mindful that where they believed they had a Disclosable Pecuniary Interest in any matter considered at the meeting they must declare that interest at the time of the relevant debate and, having regard to the circumstances described in Part 3, Paragraph 1.5 of the County Council's Members' Code of Conduct, leave the meeting while the matter was discussed, save for exercising any right to speak in accordance with Paragraph 1.6 of the Code. Furthermore Members were mindful that where they believed they had a Non-Pecuniary interest in a matter being considered at the meeting they considered whether such interest should be declared, and having regard to Part 5, Paragraph 2 of the Code, considered whether it was appropriate to leave the meeting whilst the matter was discussed, save for exercising any right to speak in accordance with the Code. David Jobson declared Personal Interests including memberships of the Royal Southern Yacht Club; RAF Yacht Club; Royal Yachting Association and as a Midstream Mooring Holder. Chris Moody declared Personal Interests as a member of Warsash Sailing Club.

63. **MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 13 July 2018 were agreed as a correct record and signed by the Chairman.

64. **DEPUTATIONS**

There were no deputations.

65. **CHAIRMAN'S ANNOUNCEMENTS**

There were no announcements.

66. **MINUTES OF THE MEETING OF THE RIVER HAMBLE HARBOUR MANAGEMENT COMMITTEE - 7 DECEMBER 2018**

The Board received and noted the draft minutes of the River Hamble Harbour Management Committee meeting held on 7 December 2018.

67. **MARINE DIRECTOR AND HARBOUR MASTERS REPORT AND CURRENT ISSUES**

The Board considered the report of the Director of Culture, Communities and Business Services regarding incidents and events in the Harbour.

An addendum was distributed at the meeting which outlined those events which had occurred since the publication of the papers.

Members requested that a graphical representation of the nature of incidents occurring within the River be prepared for a future meeting. It was agreed that this would help to establish a pattern of occurrences.

With reference to 4.114 of the report, it was confirmed that the yacht fire had been managed appropriately on the day by the relevant authorities.

Discussion was held regarding recreational activities on the River and it was noted that the Marine Director intended to meet with Hamble Parish Council to provisionally discuss accessibility. Members attention was also drawn to a recent [presentation by the Royal Yachting Association](#) for information.

RESOLVED:

That the River Hamble Harbour Board notes the content of the report.

68. **ENVIRONMENTAL UPDATE**

The Board considered the report of the Director of Culture, Communities and Business Services.

The Board were informed that the scope of the project to decommission the outlet pipes that currently drain the M27 bridge runoff directly into the River Hamble had been agreed, Members heard that the developer has proposed to undertake the work and that the proposal was with the project sponsor for determination. Members were pleased to hear of this progress.

In response to Members' question regarding the Solent Oyster Regeneration Project, it was confirmed that:

- The project had been received positively on a local scale and monitoring of oyster populations was still ongoing.
- The principal aim of the project was to re-establish a sustainable oyster population within the Solent and not to enable commercial oyster fishing.

RESOLVED:

That the River Hamble Harbour Board notes the content of the report.

69. **HARBOUR WORKS CONSENT APPLICATION - RELOCATION OF EXISTING ACCESS BRIDGE AND INSTALLATION OF NEW PUBLIC ACCESS PONTOON AT DEACONS MARINA**

The Board considered the report of the Director of Culture, Communities and Business Services setting out an application for Harbour Works Consent.

In relation to section 3.1 of the report, it was confirmed that the Board had granted Harbour Works Consent to undertake a marina re-build at the site at its meeting on 12 September 2011. Members noted that the original conditions from the 2011 report were still applicable to the project and that there was no requirement for these to be reinstated.

RESOLVED:

That the River Hamble Harbour Board approves Harbour Works Consent for the proposal set out in Section 4 of this report and subject to the following conditions:

- i. The proposal is to be built in accordance with the details, plans and method set out in paragraph 4.1.
- ii. Vibro-piling to be used as a standard. Percussive piling must only be used if needed to drive a pile to its design depth. If percussive piling is necessary, then soft-start procedure must be used to ensure incremental increase in pile power over a set time period until full operational power is achieved.
- iii. All equipment, temporary structures, waste and/or debris associated with the licensed activities must be removed upon completion of the licensed activities.
- iv. Only coatings and treatments that are suitable for use in the marine environment to be used in accordance with best environmental practice. All reasonable precautions must be undertaken to ensure no pollutants enter the waterbody.
- v. Dean and Reddyhoff to take such reasonable steps as may be necessary to ensure free access to the additional attraction delivered by the pontoon and control parking on the slipway.
- vi. The development must be completed within 3 years from the date of the approval granted by the Harbour Board.

70. **REVIEW OF FEES AND CHARGES**

The Board considered the report of the Director of Culture, Communities and Business Services.

It was noted that the fees and charges outlined throughout the report had all risen by 1.5% from the 2018/19 amounts. It was also noted that the date listed under section 3.2 of the report should read '1 April 2019' and the table heading

should read 'Proposed total charge for 2019/20'. For further detail, please see minute number 70 attachment for clarity.

RESOLVED:

That the River Hamble Harbour Board approve the fees and charges set out in the report and that these be advertised on the River Hamble website.

71. **RIVER HAMBLE 2018/19 FORECAST OUTTURN AND 2019/20 FORECAST BUDGET**

The Committee considered the report of the Directors of Corporate Resources – Corporate Services and Culture, Communities and Business Services.

The Board acknowledged the work of officers in realising savings across the financial year 2018/19. It was noted that the County Council's Transformation initiatives were ongoing and that continual review of spend would be necessary within the current financial climate.

In response to Members' questions it was confirmed that the Harbour Authority's financial contribution to the Hamble Lifeboat station had been £70,000 and that this had already been paid out. It was agreed that the Board would write to the Hamble Lifeboat as some of the facilities at the station were yet to be completed.

RESOLVED:

That the River Hamble Harbour Board approves:

- i. The forecast outturn for 2018/19 and the forecast budget for 2019/20 as outlined within the report.
- ii. That delegated authority be granted to the Harbour Master to spend on the maintenance and replacement of fixed assets up to the value of £5,000 from the Asset Replacement Reserve (ARR) to enable more timely action to be taken.

That the River Hamble Harbour Board notes:

- iii. The ongoing cost pressures and the potential impact of this on the general reserve balance and future harbour dues decisions.
- iv. That a report be brought to the next Board meeting for consideration detailing potential future options for achieving a balanced funding position and the potential implications of these options.

72. **FORWARD PLAN FOR FUTURE MEETINGS**

The Board considered the report of the Director of Culture, Communities and Business Services with regard to the future business items for the Committee and Harbour Board agendas.

RESOLVED:

That the River Hamble Harbour Board notes the report.

Charges from 1 April 2019:

Size of project	Size increment	Agreed charge for 2019/20 (Historical 2018/19 fees in parentheses)
Up to and including 100 sq. metres	Nil	£406 + VAT (£400)
Over 100 sq. metres up to 500 sq metres	Nil	£458 + VAT (£451)
Over 500 sq. metres up to 2,500 sq. metres	Nil	£614 + VAT (£605)
Over 2,500 sq. metres up to 10,000 sq. metres	Nil	£1134 + VAT (£1117.50)
Over 10,000 sq. metres	Nil	£1654.50 + VAT (£1630)
A reduced fee for applications which fall within the Harbour Master's delegated powers, and consents for maintenance work to structures etc.	Nil	£155.80 + VAT (£153.50)
Pre-application consultation fee. Attendance at the Streamlined Consents Meeting and one hour of pre-application consultation will be at no charge.	Nil	£50 per hour + VAT (for every hour or part thereof, after the first hour) (£49)
Routine maintenance dredge (per dredge campaign)	Nil	£155.80 + VAT (£153.50)
Capital dredge up to and including 500m ³	Nil	£89.50 (£88)
Capital dredge of 501m ³ to 2,500m ³	Nil	£178.50 (£176)
Capital dredge of 2,501m ³ to 10,000m ³	Nil	£893 (£880)
Capital dredge over 10,001m ³	Nil	£1,373 (£1353)

Discretionary service charges from 1 April 2019:

Service	Agreed rate for 2019/20 (Historical 2018/19 fees in parentheses)
Emergency towing to nearest point of safety	Free of charge
Other towing/movement of boats within the Harbour Authority limits (at owners request)	£82 per tow + VAT. An additional hourly rate will apply for operations which take more than one hour.
Use of maintenance piles	£25 (inc VAT) per 24 hours or part thereof. Vessels displaying a valid annual Harbour Dues sticker are entitled to the first 24 hours free of charge.
Specific visits to check on boats for security/damage (at owners request)	£50 per hour + VAT. (formerly £49) Minimum charge £25 + VAT (formerly £24.50)
Replacing broken or missing fenders or warps (at owner's request)	£50 per hour + VAT. (formerly £49) Minimum charge £25 + VAT, plus 120% of cost of materials used. (formerly £24.50)
Pumping out (to prevent further damage)	£50 per hour + VAT. (formerly £49) Minimum charge £25 + VAT (formerly £24.50)
Re-securing or lashing sails and covers (to prevent further damage)	£50 per hour + VAT. (formerly £49) Minimum charge £25 + VAT (formerly £24.50)

Public Document Pack Agenda Item 6

AT A MEETING of the River Hamble Harbour Management Committee of
HAMPSHIRE COUNTY COUNCIL held at Warsash Sailing Club on Friday, 15th
March, 2019

Chairman:

p. Councillor Seán Woodward

p. Councillor Roger Huxstep
a. Councillor Fred Birkett
a. Councillor Mark Cooper
p. Councillor Rod Cooper
a. Councillor Tonia Craig
a. Councillor Pal Hayre
p. Councillor Rupert Kyrle

p. Councillor Stephen Philpott
p. Councillor Lance Quantrill

Co-opted members

p. Rupert Boissier - River Hamble Boatyard and Marine Operators Association
p. Councillor Trevor Cartwright - Fareham Borough Council
p. Dermot O'Malley - Berth and Mooring Holders
a. Councillor Frank Pearson – Winchester City Council
a. Captain Martin Phipps – Association of British Ports
p. Trevor Pountain - Association of River Hamble Yacht Clubs
a. Councillor Jane Rich – Eastleigh Borough Council
p. John Selby - Royal Yachting Association
a. Nicola Walsh – British Marine

67. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Hayre, Councillor Mark Cooper, Martin Phipps and Nicola Walsh.

68. DECLARATIONS OF INTEREST

Members were mindful that where they believed they had a Disclosable Pecuniary Interest in any matter considered at the meeting they must declare that interest at the time of the relevant debate and, having regard to the circumstances described in Part 3, Paragraph 1.5 of the County Council's Members' Code of Conduct, leave the meeting while the matter was discussed, save for exercising any right to speak in accordance with Paragraph 1.6 of the Code. Furthermore Members were mindful that where they believed they had a Non-Pecuniary interest in a matter being considered at the meeting they considered whether such interest should be declared, and having regard to Part 5, Paragraph 2 of the Code, considered whether it was appropriate to leave the meeting whilst the matter was discussed, save for exercising any right to speak in accordance with the Code.

Councillor Rod Cooper declared an interest as a mooring holder and as a non executive Board Director at the RAF Yacht Club; Councillor Cartwright declared interests as a member of Warsash Sailing Club and the Royal Yachting Association; Rupert Boissier declared an interest as a mooring holder; Dermot

O'Malley declared an interest as a member of the Royal Southern Yacht Club; Mr John Selby declared interests as a trustee of Warsash Sailing Club; a committee member of the Royal Yachting Association, of the River Hamble Combined Clubs and of the River Hamble Mooring Holders Association; ; Mr Trevor Pountain declared Personal Interests as the Chair of the Association of River Hamble Yacht Clubs, a member of the Hamble River Sailing Club, the Royal Southern Yacht Club, the Royal Yachting Association and as a mooring holder.

69. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 7 December 2018 were agreed as a correct record and signed by the Chairman.

70. DEPUTATIONS

There were no deputations.

71. CHAIRMAN'S ANNOUNCEMENTS

There were no announcements.

72. MARINE DIRECTOR AND HARBOUR MASTER'S REPORT AND CURRENT ISSUES

The Committee considered the report of the Director of Culture, Communities and Business Services regarding incidents and events in the Harbour.

Members noted that a new visitor guide and a new Hamble River guide had been produced and were available via the Harbour Authority office. The Committee also noted the date of the Annual Forum which was scheduled at 7pm on Tuesday 26 March 2019.

RESOLVED:

That the River Hamble Harbour Management Committee notes the content of the report.

73. ENVIRONMENTAL UPDATE

The Committee considered the report of the Director of Culture, Communities and Business Services with an update on environmental matters.

RESOLVED:

That the River Hamble Harbour Management Committee notes the content of the report.

74. ANNUAL REVIEW OF BUSINESS PLAN

The Committee considered the report of the Director of Culture, Communities and Business Services reviewing the Harbour Authority Business Plan.

RESOLVED:

That the Committee note the content of the Business Plan and recommend that this be approved by the River Hamble Harbour Board.

75. RIVER HAMBLE ASSET REGISTER

The Committee considered the report of the Director of Culture, Communities and Business Services outlining the register of Harbour Authority assets and timescales for replacement.

It was confirmed that the £35,000 transfer to the Asset Replacement Reserve had been calculated based upon the projected future cost and timing of replacing assets to ensure that an appropriate amount was being set aside annually.

RESOLVED:

That the Committee recommends to the Board that this report be taken into account alongside the annual statutory accounts in setting Harbour Dues for 2019/20 at the July Board meeting.

76. FORWARD PLAN FOR FUTURE MEETINGS

The Committee considered the report of the Director of Culture, Communities and Business Services with regard to the future business items for the Committee and Harbour Board agendas.

RESOLVED:

That the River Hamble Harbour Management Committee notes the report.

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HAMPSHIRE COUNTY COUNCIL

Report

Committee	River Hamble Harbour Board
Date:	5 April 2019
Title:	Marine Director and Harbour Master's Report and Current Issues
Report From:	Director of Culture, Communities and Business Services

Contact name: Jason Scott

Tel: 01489 576387

Email: Jason.Scott@hants.gov.uk

1. Recommendation

- 1.1. It is recommended that the River Hamble Harbour Board notes the contents of this report.

2. Summary

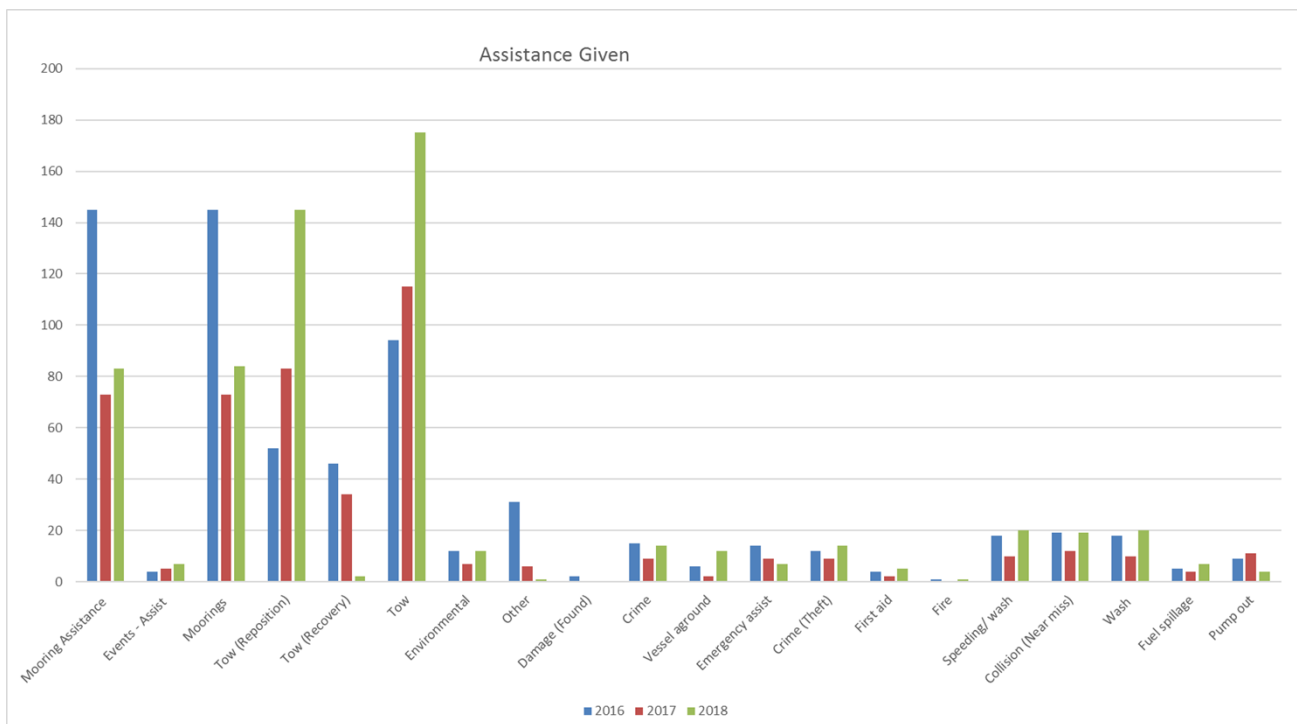
- 2.1. This report summarises the incidents and events in the harbour and covers any issues currently under consideration by the Marine Director.

3. Patrols

- 3.1. The harbour has been patrolled by the Duty Harbour Master at various times between 0700 and 2230 daily.

4. Incidents and Events

- 4.1. The following graph indicates trends in events over the past three years:



- 4.2. 08 Jan. Patrol conducted mooring and pontoon checks. Patrol recovered an abandoned, inundated blue-hulled tender from the 'H' run to the Harbour Yard. HM evicted three motorcyclists, 'scrambling' on the Warsash Boardwalk.
- 4.3. 09 Jan. Patrol conducted mooring and pontoon checks. Patrol gave assistance to the crew of a small yacht which had become fouled on a mooring buoy. Patrol recovered a large section of a tree from the River near the M27 Bridge. Warsash and Hamble Jetty maintenance. Patrol responded to a call from a yacht underway near Hamble reporting a large board.
- 4.4. 10 Jan. Patrol conducted mooring and pontoon checks. Routine marina and boatyard liaison.
- 4.5. 11 Jan. Patrol conducted mooring and pontoon checks. Patrol fitted new pile lines. Recovered an injured Brent Goose from Warsash Slipway. Liaison with RSPCA and local veterinary practice to ensure correct treatment administered.
- 4.6. 12 Jan. Patrol conducted mooring and pontoon checks. First Aid equipment checks. Power wash of Hamble Jetty.
- 4.7. 13 Jan. Patrol conducted mooring and pontoon checks. Exchanged pile lines on a mid-stream moored yacht at the request of her owner. Attended a pontoon with damage reported. Towed a yacht, the owner of which had not renewed her lease to the mid-stream Visitors' Pontoon.
- 4.8. 14 Jan. Patrol conducted mooring and pontoon checks. Routine boatyard liaison. Investigated a report from a River User of a diesel spillage within a marina. Nothing found. Replaced pile lines on a vessel on the 'H' run. Refurbished a pile line at the request of a boat owner on the 'L' run. Routine liaison with Hampshire Constabulary.
- 4.9. 15 Jan. Patrol conducted mooring and pontoon checks. Liaison with Crown Estate mooring contractors. Liaison with UK Border Force regarding a search for a suspicious yacht.
- 4.10. 16 Jan. Patrol conducted mooring and pontoon checks. Inspection of mid-stream moored yacht at owner's request. Programmed tow of vessel postponed because of wind strength.
- 4.11. 17 Jan. Patrol conducted mooring and pontoon checks. Conducted tow of a trimaran from the 'HC' run to the mid-stream Visitors' Pontoon.
- 4.12. 18 Jan. Patrol conducted mooring and pontoon checks. Routine liaison with a boatyard. Monitoring of pontoon movements resulting from marina re-configuration works.
- 4.13. 19 Jan. Patrol conducted mooring and pontoon checks. Seal observed in the River adjacent to Hamble Jetty. Patrol boat maintenance work.
- 4.14. 20 Jan. Patrol conducted mooring and pontoon checks. Patrol rendered assistance to a small motor boat which had run out of fuel. Routine liaison with Hampshire Marine Police Unit.
- 4.15. 21 Jan. Patrol conducted mooring and pontoon checks. Liaison with Solent Coast Guard regarding a report from the skipper of a yacht within the River reporting his vessel aground and taking on water. No location or details were given by the skipper of the vessel. Search conducted by Hamble Lifeboat and nothing found. Coast Guard search called off as a 'hoax' call.

Liaison with the skipper of the QE II Activity Centre launch reporting a number of overgrown trees in the Upper River requiring attention. Patrol to attend on optimal tidal conditions on 23 Jan. Office maintenance preparation.

- 4.16. 22 Jan. Patrol conducted mooring and pontoon checks. Patrol boat maintenance work.
- 4.17. 23 Jan. Patrol conducted mooring and pontoon checks. Patrol attended the Upper Hamble to investigate and clear overhanging branches reported at 4.14. Attended Hamble Jetty to assess work required to replace supporting wheels.
- 4.18. 24 Jan. Patrol conducted mooring and pontoon checks. Salt spreading on Jetties in cold weather. Patrol responded to a report of an oil spill in the Main Channel adjacent to the 'D' run. On arrival, a light sheen on diesel was witnessed with the source not evident. Broken up with propellor wash. Patrol boat maintenance work including the fitting of a new side-scan sonar device (on trial).
- 4.19. 25 Jan. Patrol conducted mooring and pontoon checks. Routine survey of jetties and Aids to Navigation.
- 4.20. 26 Jan. Patrol conducted mooring and pontoon checks. Continued routine survey of Aids to Navigation. Replaced a number of fenders on mid-stream moored yachts in windy conditions.
- 4.21. 27 Jan. Patrol conducted mooring and pontoon checks. Observed a small RIB, inundated at a local sailing club. Patrol attended and pumped out. Patrol responded to a call from a member of the public reporting a large plastic box adrift in the River near the Chinese Bridge. Box recovered and removed to the Harbour Office yard. Patrol conducted a routine day into night audit of Aids to Navigation.
- 4.22. 28 Jan. Patrol conducted mooring and pontoon checks. Contacted the owner of a mid-stream moored yacht on the 'L' run about missing pile lines. Patrol observed a mid-stream moored yacht on the 'V' run sitting out of position. Yacht re-secured and owner informed. Routine maintenance on Hamble Jetty.
- 4.23. 29 Jan. Patrol conducted mooring and pontoon checks. Routine Marina liaison. Obtained hardware items for upkeep work on Hamble Jetty.
- 4.24. 30 Jan. Patrol conducted mooring and pontoon checks. Assisted a large visiting yacht in coming alongside Hamble Jetty. Warsash Jetty maintenance. Repainted Southerly Cardinal and No 10 Pile. Gritted the Fishermens' Jetty and Boardwalk at Warsash in cold weather.
- 4.25. 31 Jan. Patrol conducted mooring and pontoon checks. Gritted HM decking at Warsash. Routine marina and boatyard liaison.
- 4.26. 01 Feb. Patrol conducted mooring and pontoon checks. Routine marina and boatyard liaison.
- 4.27. 02 Feb. Patrol conducted mooring and pontoon checks. Office refurbishment work.
- 4.28. 03 Feb. Patrol conducted mooring and pontoon checks. Gritted pontoons, path and boardwalk. Painting and general maintenance of Aids to Navigation.

- 4.29. 04 Feb. Patrol conducted mooring and pontoon checks. Replaced fenders on a mid-stream moored yacht. Conducted First Aid equipment checks, including defibrillator and Marinex. Liaison with a sailing club.
- 4.30. 05 Feb. Patrol conducted mooring and pontoon checks. Maintenance and painting of Aids to Navigation.
- 4.31. 06 Feb. Patrol conducted mooring and pontoon checks. Maintenance and painting of Aids to Navigation.
- 4.32. 07 Feb. Patrol conducted mooring and pontoon checks. Liaison with ABP regarding a signage defect on Hamble Point cardinal buoy. Warsash Jetty maintenance.
- 4.33. 08 Feb. Patrol conducted mooring and pontoon checks. Strong winds (SW 8). Light traffic. Office reception refurbishment.
- 4.34. 09 Feb. Patrol conducted mooring and pontoon checks. Strong winds (SW/W 7-8). Light traffic. Continued reception refurbishment work.
- 4.35. 10 Feb. Patrol conducted mooring and pontoon checks. Patrol witnessed a yacht which had lost her stern mooring line on a buoyed mid-stream mooring. Re-secured and tempted to contact owner. Reception refurbishment work.
- 4.36. 11 Feb. Patrol conducted mooring and pontoon checks. Patrol replaced a chafed mooring line on a mid-stream moored yacht on the 'H' run. Painting of Aids to Navigation. Reception refurbishment work.
- 4.37. 12 Feb. Patrol conducted mooring and pontoon checks. Patrol gave assistance to a yacht fouled on her mooring. Patrol inspected a yacht on the 'V' run following a report that the vessel had sustained damage. Office took delivery of the new Visitor's Guide to the River.
- 4.38. 13 Feb. Patrol conducted mooring and pontoon checks. Routine check of First Aid equipment. Reported a loose pontoon board to the commercial owner. Routine maintenance of HM Jetty Warsash. Routine liaison with a Marina operator.
- 4.39. 14 Feb. Patrol conducted mooring and pontoon checks. Support to military diving training. Survey of Hamble Jetty below the waterline. Routine maintenance of Hamble Jetty.
- 4.40. 15 Feb. Patrol conducted mooring and pontoon checks. Routine maintenance of Aids to Navigation. Boat coding work.
- 4.41. 16 Feb. Patrol conducted mooring and pontoon checks. Routine maintenance of Aids to Navigation. Assisted a visiting yacht in securing to the scrubbing piles at Warsash hard.
- 4.42. 17 Feb. Patrol conducted mooring and pontoon checks. Routine maintenance of Aids to Navigation.
- 4.43. 18 Feb. Patrol conducted mooring and pontoon checks.

- 4.44. 19 Feb. Patrol conducted mooring and pontoon checks. Routine maintenance of Fishermen's and Harbour Master's Jetties.
- 4.45. 20 Feb. Patrol conducted mooring and pontoon checks. Rendered to a training vessel with a fouled propellor.
- 4.46. 21 Feb. Patrol conducted mooring and pontoon checks. Patrol responded to a call from Marina reporting a tender floating semi-submerged off Bursledon. Tender recovered to Warsash. Routine maintenance of Aids to Navigation.
- 4.47. 22 Feb. Patrol conducted mooring and pontoon checks. Routine maintenance of Aids to Navigation. Replacement of a section of pontoon decking. Tide gauge maintenance work. Routine patrol boat maintenance. RHHA hosted a familiarisation visit from two groups from the Operations Centre at HM Coast Guard. HM gave a presentation on the River to Locks Heath University of the Third Age.
- 4.48. 23 Feb. Patrol conducted mooring and pontoon checks. Replacement of Mercury Gardens port hand navigation mark. Supported an RSPB bird count.
- 4.49. 24 Feb. Patrol conducted mooring and pontoon checks. Routine liaison with Hamble Life Boat. Gave assistance to a yacht with propulsion failure. Gave assistance to a departing yacht with disabled crew.
- 4.50. 25 Feb. Patrol conducted mooring and pontoon checks. Boatyard liaison work. Routine patrol boat maintenance. Repaint of numbers on Nos 1-10 piles.
- 4.51. 26 Feb. Patrol conducted mooring and pontoon checks. Routine liaison with Crown Estate mooring contractor. Maintenance of Aids to Navigation. Servicing of Harbour Office weather station.
- 4.52. 27 Feb. Patrol conducted mooring and pontoon checks. Office maintenance work. DHM gave a safety and general talk to Hamble Primary School at Hamble Jetty during the morning. HM gave a similar talk during the afternoon.
- 4.53. 28 Feb. Patrol conducted mooring and pontoon checks. Routine liaison with Crown Estate mooring contractor. Office refurbishment work. HM gave a further safety and general talk to Hamble Primary School at Hamble Jetty during the morning.
- 4.54. 01 Mar. Patrol conducted mooring and pontoon checks. Patrol towed a yacht from the mid-stream Visitors' Pontoon to her proper mooring following completion of maintenance work. Routine liaison with Hampshire Marine Police Unit. Patrol boat maintenance work.

- 4.55. 02 Mar. Patrol conducted mooring and pontoon checks. Liaison with a private jetty owner regarding the failure of an Aid to Navigation. responded to a call from a member of the public reporting a dead swan near Crableck. Not found.
- 4.56. 03 Mar. Patrol conducted mooring and pontoon checks. Boat coding work. Strong winds (Storm Freya). Replaced fendering on a number of vessels' moorings. Liaison with Hamble Life Boat.
- 4.57. 04 Mar. Patrol conducted mooring and pontoon checks. Strong winds continued. Boat coding work. routine liaison with a sailing club.
- 4.58. 05 Mar. Patrol conducted mooring and pontoon checks. Preparation for lift-out and planned maintenance of a patrol boat.
- 4.59. 06 Mar. Patrol conducted mooring and pontoon checks. Patrol Boat maintenance work. During the evening, conducted routine day into night audit of Aids to Navigation with Trinity House.
- 4.60. 07 Mar. Patrol conducted mooring and pontoon checks. Patrol boat maintenance work. Attended a Solent University consultation regarding the development of the Warsash Maritime College site. Follow-up work to Trinity House audit.
- 4.61. 08 Mar. Patrol conducted mooring and pontoon checks. Work with HM Coast Guard to locate a yacht with an activated emergency beacon in a River marina. Patrol boat maintenance work. During the evening, HM attended and gave a briefing to young sailors at a River sailing club.
- 4.62. 09 Mar. Patrol conducted mooring and pontoon checks. Patrol rendered assistance to a tender with propulsion failure. Towed to her berth. Support to dinghy racing. Towed four mid-stream moored vessels from their moorings to the mid-stream Visitors' Pontoon prior to commencement of planned dredging works at a marina.
- 4.63. 10 Mar . Patrol conducted mooring and pontoon checks. Strong winds. Very light traffic. A number of fenders replaced on mid-stream moored yachts.
- 4.64. 11 Mar. Patrol conducted mooring and pontoon checks. Routine patrol boat maintenance.

5. Marine Safety Management System – Routine Inspection

- 5.1. The River Hamble Harbour Authority's Marine Safety Management System underwent a further routine inspection on 18 December 2018. The Designated Person found that the MSMS, for which the Duty Holder is

individually and collectively responsible, continues to operate effectively. The Audit Report is at Appendix 1.

6. Visitors' Guide – Revision

- 6.1. The Visitors' pocket guide has undergone revision as part of the River Hamble Harbour Authority's ongoing effort to improve safety and broader information for river users. The new version contains additional information relating to the MSMS, as well as updated information on local facilities and services around the River. The Harbour Master would like to thank the many members of the River community who have been involved in its production.

7. 2019 Annual Forum

- 7.1 The Annual Forum and draw for RHHA tender moorings at Warsash and Hamble will take place at the Victory Hall, Warsash from 1900 on Tuesday 26 March. Application forms are available from the Harbour Office, on our website and also via Facebook. The deadline for Tender mooring applications will be 1630 on Friday 8 March.

CORPORATE OR LEGAL INFORMATION:**Links to the Strategic Plan**

Hampshire maintains strong and sustainable economic growth and prosperity:	yes
People in Hampshire live safe, healthy and independent lives:	yes
People in Hampshire enjoy a rich and diverse environment:	yes
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Section 100 D - Local Government Act 1972 - background documents

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None

IMPACT ASSESSMENTS:

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Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;

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Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;

Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;

Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2. Equalities Impact Assessment:

A full Equalities Impact Assessment for the River Hamble Harbour Authority's compliance with the Port Marine Safety Code (including environmental responsibilities) has been carried out and this report does not raise any issues not previously covered by that Assessment.

2. Impact on Crime and Disorder:

2.1. This report does not deal with any issues relating to crime and disorder.

3. Climate Change:

3.1. How does what is being proposed impact on our carbon footprint / energy consumption? The contents of this report have no impact on carbon footprint or energy consumption

3.2. How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts? Not applicable to this report.

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Hamble Harbour Authority

Port Marine Safety Code

Audit

18 December 2018

Author:	ARL	Checked by:	MB	Authorised by:	ARL
Date:	23/12/18	Date:	27/12/18	Date:	28/12/18

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7	Key Dates	8

1 Background

We are appointed as the Designated Person required by the Port Marine Safety Code. Our role is to provide independent assurance directly to the Duty Holder that the Marine Safety Management System (MSMS), for which the duty holder is responsible, is working effectively. Our main responsibility is to determine, through assessment and audit, the effectiveness of the Marine Safety Management System in ensuring compliance with the Code.

We audit Hamble Harbour Authority's compliance with the Port Marine Safety Code once a year. Chris Lisher of this office attended Hamble Harbour Authority's Office on 18 December 2018.

We would like to thank the Director and Harbour Master Jason Scott, for his help in conducting this audit.

2 Executive Summary

As a consequence of this audit and subject to the findings in this report we can continue to independently assure the Duty Holder that the Marine Safety Management System (MSMS) for which they are collectively and individually responsible, continues to operate effectively.

We have the following recommendations from this audit:-

12/18 Recommendation 1:

Maintain ongoing review and consideration of operational requirements pertaining to antisocial behaviour, as impacts river users and staff.

12/18 Recommendation 2:

Make scheduled, documented visual checks (where possible) of areas frequented by swimmers so as to minimise risk of injury from seabed debris (as part of wider inspection of quayside furniture etc.)

3 Close-out of previous recommendations

7/18 Recommendation 1: Incident Reports and Near Miss Reports

Incidents and Near Misses are now recorded on the “Pink” forms and separated from the day to day operational reports as we previously recommended. However, the documentation could now be further improved by separating “Incidents” from “Near Misses” preferably in different systems and on a different coloured paper.

Incidents and near-misses continue to be reported on the ‘pinks’, however, there is no differentiation between ‘near-miss’ which is a proactive form of safety management and ‘incident’ which is of course reactive.

We discussed during the audit possible ways in which the form could be revised to improve the workflow, and while ultimately a matter for the HM and staff, we suggest in particular the addition of the following form fields:-

Report type (near-miss or incident)

Root cause analysis (by the reporting person)

Suggested preventative/corrective action (by the reporting person)

Confirmation of root cause analysis /follow-up action by the HM.

Form closure by the HM.

*Status: **Ongoing.***

7/18 Recommendation 2: Signage

Clear, concise and up-to-date signage should be installed in all public areas of the Harbour Authority’s jurisdiction for the purposes of advising the public on safety precautions that are to be taken in that area to avoid risk to themselves and others and advising the public on the Harbour Authority’s rules (Byelaws and General Directions) and the penalties for not abiding by those rules.

In some areas adjacent to the water there are signs placed by Hampshire County Council, Fareham Borough Council, and Hamble Le Rice Parish Council, possibly others, as well as some signs from Hamble Harbour Authority.

We recommend that the Harbour Authority consults with these other authorities to review the signage to enable clarity for the public.

The HM showed a number of draft informational and water safety signs which have been drawn up for intended display at primary points of access to the water. Branded with both HCC and RNLI logos, the signs are a valuable way of disseminating information on safety afloat and their incorporation is welcomed. We discussed placement of warning signs as well as informationals, and the need to inspect the installed signage periodically. We will review the placement of signs at the next audit.

*Status: **Ongoing.***

Recommendation 3: Slipways and Maintenance Piles

The Harbour Authority has a number of slipways within its jurisdiction, some appear rarely used and neglected. A few have little or no signage.

We recommend that the Harbour authority reviews its requirement for all slipways and provides adequate safety signage and signage outlining the rules for use of the slipway including any charges that are payable at each slipway it retains.

Similarly, there are three sets of maintenance piles and at least one other area where boats can be safely moored for underwater maintenance.

We recommend that these are clearly marked on maps in the Harbour Guide and on the website, and that the rules for their use are displayed both at each site and in the Harbour's publications, including the website.

See comments for recommendation 2, above.

4 Incident reports

Incident reports were reviewed as standard audit practice. All of the reports were fully completed with frank and factual disclosure and the findings acted upon. A process is in place to use the incident report finding to amend, if necessary, the Risk Assessment and underlying Operating Procedure and understand lessons learned. There is therefore adequate evidence to show that the analysis of incident reports informs the development of the MSMS.

We discussed the fire on the yacht 'Why Knott' and the response thereto, noting the reasoned decision to leave the vessel alone until it was certain there was no risk of gas explosion and have no further comments apart from our opinion that the HM's response to the incident was considered and well co-ordinated.

There is a minor trend of collision/allision in the Hamble. In nearly all cases, the incidents reflect berthing accidents or less than well-planned manoeuvres by inexperienced skippers. The trend has emerged in part due to the encouragement of more reporting by marinas and river users.

We recommended earlier in this document that a proactive approach be adopted by examining 'Near Misses' so as to address potential hazards before they have an impact. We underline the comment again here as a large number of incident reports have been generated during the season and are of the view there is sufficient value in analysing those of a less serious nature to inform proactively future Operating Procedures.

5 Swimming / Antisocial Behaviour

We discussed at length the impact of the summer's antisocial behaviour on the Authority's activities. An increasing, unwelcome trend – we note the Dispersal Orders which were used by Hampshire Police to good effect, but recognise that such behaviour has impacts not only on river users, but on the operational tempo of the Authority, too.

We reviewed with the HM's Risk Assessments for swimming, particularly with regard to Hamble Jetty and have identified areas which feel would benefit from thorough review prior to the season and ongoing review throughout.

These fall broadly into two areas:-

Stakeholder/public facing:-

Social Media engagement.

River Hamble Users Handbook.

Signage.

Regattas and other group events obliged to risk assess for presence of swimmers during their events.

Standard Operating Procedures:-

Retention of evidence.

Staff guidance on abusive behaviour.

Robust enforcement policy.

We note that there does not appear to be a systematic low-tide check for potentially hazardous seabed debris in areas which swimmers frequent (such as Hamble Jetty), so we recommend that where possible visual checks are made. This can be easily achieved as part of the wider inspection regime for quayside furniture.

We give the example of Wells-Next-the-Sea in Norfolk where the Harbour Authority perform regular sweeps of the quay wall area to clear snagged crabbing gear (a popular pastime in the harbour) which may prove hazardous if left in place.

Recommendations:-

12/18 Recommendation 1:

Maintain ongoing review and consideration of operational requirements pertaining to antisocial behaviour, as impacts river users and staff.

12/18 Recommendation 2:

Make scheduled, documented visual checks (where possible) of areas frequented by swimmers so as to minimise risk of injury from seabed debris (as part of wider inspection of quayside furniture etc.)

6 Risk Assessment

A sample of risk assessments were examined. Risk assessments are reviewed on an at least annual basis and whenever required in response to incidents or near misses, or when a change in the variables affecting the assessed task require it.

At the time of audit, the majority of Risk Assessments had been reviewed as part of the annual cycle and there was adequate evidence that the remainder are in the process of being reviewed.

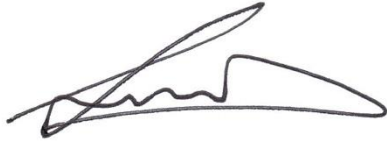
We have long stressed the importance of a robust, methodical approach to the generation of Risk Assessments and their central role in the SMS in laying the groundwork to operating procedures. We are pleased to note that this remains the case.

7 Key Dates

Last letter of compliance to MCA	12 Jan 2018 (3 years)
Last Tier 2 oil spill exercise	13 th Oct 2016 (3 years)
Latest published Safety Plan for Marine Operations	10 th Oct 2017 (3 years)

With thanks to the Harbour Master and his staff for their assistance.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Andy Langford', with a stylized flourish at the end.

Andy Langford

For and on behalf of NautX Ltd

The following forms part of this report:

This report is issued by NautX Ltd, the Officers of which have exercised reasonable care in conducting this audit. All details and particulars in this report are believed to be true but are not guaranteed accurate. All judgments, conclusions and recommendations are expression of opinions based on skill, training and experience. Unless otherwise stated, no actual measurements or calculations were made by the auditor at the time of this inspection.

NautX Ltd, its Officers and employees shall have no liability for consequential loss, no liability for personal injury damages, no liability for property loss damages and no liability for punitive damages, all of which shall be deemed to have knowingly and voluntarily waived upon receipt and use of this report. Further, in no event shall the legal liability for NautX Ltd, its Officers and employees ever exceed the fee, less expenses, paid by the requesting party for the issuance of this report, regardless of the number of claims, or suits and regardless of whether under theory of tort, contract, warranty, outrage or otherwise.

It is further agreed by any person relying on this report that NautX Ltd, its Officers and employees shall not be held liable under any circumstances whatsoever or responsible in any way for any error in judgement, default or negligence nor for any inaccuracy, omissions, oversights, misrepresentation or misstatement in this report and that the use of the report shall be construed to be an acceptance of the foregoing conditions.

HAMPSHIRE COUNTY COUNCIL

Report

Committee	River Hamble Harbour Board
Date:	5 April 2019
Title:	Environmental Update
Report From:	Director of Culture, Communities and Business Services

Contact name: Alison Fowler

Tel: 01489 576387

Email: Alison.fowler@hants.gov.uk

1. Recommendation

- 1.1. It is recommended that the River Hamble Harbour Board notes and supports the contents of this report.

2. Summary

- 2.1. This report summarises activities relating to the River Hamble Harbour Authority's (RHHA) environmental management of the Hamble Estuary between November 2018 and February 2019.

3. Updates

Oil Spill Preparedness & Response

- 3.1. RHHA's required annual return has been approved by the Maritime and Coastguard Agency regarding oil spill exercises, training and the Plan review undertaken in 2018, ensuring ongoing compliance with the Merchant Shipping (Oil Pollution Preparedness, Response Cooperation Convention) Regulations 1998.

3.2. Beneficial Use of Dredge Arisings

The Environment & Development Manager (EDM) is a member of the BUDS Technical Group which met in February to progress the project in response to the Solent Forum's recent successful bid for Phase 2. This will assess the feasibility of both realistic and aspirational options in the Western Solent to recharge the marshes with Solent area dredge arisings to achieve protection of the marsh, delay of retreat and associated loss of biodiversity, and to provide essential flood protection. Bespoke remote sensing surveys will be undertaken and the data added to the BUDS interactive mapping tool. Opportunities for small scale marsh protection options are still being considered and the EDM is promoting the Hamble for this element, utilising the work of the 2016 RHHA sediment and saltmarsh study.

Environmental Plans & Projects

- 3.3. The EDM and Marine Director (MD) were invited to join a cohort of over 40 environmental professionals from the Environment Agency and Natural England's local teams who selected the Hamble Estuary as the meeting place for their workshop 'Integrated Catchment Management in the Greater Solent'. The focus was on sharing knowledge, ideas and commitment to tackle some of the complex

and challenging issues impacting the Solent, particularly improving water quality by reducing nutrient inputs from source to sea and reducing saltmarsh loss. The day reinforced the links between the land-based activities and the downstream impacts in the marine environment, and it highlighted how EA and NE can use the evidence and information, good practice and innovation to direct and target resources to deliver improvements locally. RHHA welcomed the opportunity to input and influence these discussions.

3.4. Secrets of Solent Project

The Hampshire & IOW Wildlife Trust's project 'Secrets of the Solent' has now commenced. The project aims to "start to establish the unique Solent Marine Protected Areas (MPAs) as recognised marine heritage sites which are understood, appreciated and cared for in much the same way as our National Parks". Over the project term up to 2022, Secrets of the Solent will engage with communities around the Solent to raise awareness and appreciation and encourage and embed positive environmental behaviours that are in support of the project's aim. Communities will be those that are geographically located around the Solent as well as those who use the area for recreation or business, such as walkers, visitors, sailors, fishermen anglers. RHHA, as a member of the Stakeholder Group, will help the project establish connections with key audiences, disseminate information and contribute advice on relevant project areas.

Hamble Estuary Partnership

- 3.5. The EDM, as officer of the Hamble Estuary Partnership (HEP) held a HEP meeting on 4 December 2018. Members welcomed Dr Simon Bray as the new Chairman. Presentations were given by the Marine Management Organisation on the implementation of the South Marine Plan, and by the Blue Marine Foundation on the Solent Oyster Restoration Project and its current work within the estuary. Each HEP member gave an update on their organisation's work that is relevant to the Hamble Estuary. Members are encouraged to view the minutes and presentations which are available at

<https://www.hants.gov.uk/thingstodo/riverhamble/hambleestuarypartnership>

Interactive Mapping

- 3.6. RHHA's online interactive map 'Riverview' has been updated with aerial photography and layers previously held within RHHA's Learning Zone map. Altering the scale of the map will display a variety of information including designated nature conservation sites, slipways, car parks, HCC land ownership, riverbank photographs, local planning authorities' mooring restriction areas and details of certain wrecks. The map can be accessed at <https://hantscc.maps.arcgis.com/apps/webappviewer/index.html?id=f4356a0633e64dc4bff2f139a92c7bc2> or via the RHHA homepage.

CORPORATE OR LEGAL INFORMATION:**Links to the Strategic Plan**

Hampshire maintains strong and sustainable economic growth and prosperity:	yes
People in Hampshire live safe, healthy and independent lives:	yes
People in Hampshire enjoy a rich and diverse environment:	yes
People in Hampshire enjoy being part of strong, inclusive communities:	yes

Section 100 D - Local Government Act 1972 - background documents

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None

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1. Equality Duty

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2.1. This report does not deal with any issues relating to crime and disorder.

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HAMPSHIRE COUNTY COUNCIL

Report

Committee	River Hamble Harbour Board
Date:	5 April 2019
Title:	Annual Review of Business Plan
Report From:	Director of Culture, Communities and Business Services

Contact name: Jason Scott

Tel: 01489 576387

Email: jason.scott@hants.gov.uk

1. Recommendation

- 1.1. It is recommended that the River Hamble Harbour Board reviews and makes any revisions to the business plan as necessary.

2. Summary

- 2.1. This report covers a review of the River Hamble Harbour Authority's rolling Business Plan.

3. Review of Business Plan

- 3.1. The River Hamble Harbour Authority's rolling Business Plan has been updated and is attached at Appendix 1. The Plan supports the Harbour Authority's Strategic Plan from which the headings of 'Plan Topic' and 'Brief' are derived. There is scope for new or revised objectives to be added to the plan, particularly where they update or replace those objectives which have been completed in full.
- 3.2. Members are requested to comment and to recommend potential revisions or additional items for inclusion in the plan.

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Serial	Priority 1 low 5 high	Plan topic	Brief	Objective	Constraints	Budget	Target completion date	Ownership of project	Review date	Review Notes
1	5	Governance	To support the current governance arrangements, as approved by HCC	Recruit, select and train members of the Harbour Board as required	Availability of selection panel members	Minimal	Ongoing	Marine Director and Harbour Board	Mar-20	Strategic Vision and Plan reviewed 26 Jan 2018 for period 2018-2021
2	5	Navigational safety	To comply with the requirements of the Port Marine Safety Code	Repair and maintain Aids to Navigation as required	None	£9000 per annum	Ongoing	DHM/HOM	Mar-20	DP audits 11/7/18 and 18/12/18 – compliant. Trinity House administrative audit (27/10/18) - good order, no matters arising. Next physical audit of A to N 6/3/18.
3	5	Environment	To discharge responsibilities under Habitats Regulations and other relevant environmental legislation	Provide and maintain Tier 1 Oil Spill response equipment, meeting the appropriate legislative requirements. Produce and review an Oil Spill Plan for MCA approval			Ongoing	DHM/HOM and Environment and Development Manager	Mar-20	Ongoing. OSRP last approved 2018, valid till 2023.
4	5	Environment	To discharge responsibilities under Habitats Regulations and other relevant environmental legislation	Provide adequate storage facilities for oil spill response and emergency equipment				Marine Director and HCC	Mar-20	Storage contract in Stone Pier Yard renewed 01/02/19
5	4	Environment	To discharge responsibilities under Habitats Regulations and other relevant environmental legislation	To work with the Highways Agency, Environment Agency and Hampshire Fire and Rescue to seek ways of reducing the risk of pollution from bridges across the River	Funding	Not known	Ongoing	MD and Environment and Development Manager	Mar-20	Meeting RHHA/HA 19 March to shape drainage changes as part of 'smart motorways' initiative.
6	4	Environment	To discharge responsibilities under Habitats Regulations and other relevant environmental legislation	Conduct desk-top study to assess feasibility of beneficial re-use of dredged material on saltmarsh		£25000	Complete	Environment and Development Manager	Ongoing	Member of Solent BUDS Project Technical Group. Routine Board Environmental reports contain detail
7	4	Environment	To discharge responsibilities under Habitats Regulations and other relevant environmental legislation	To ensure that all staff are trained and exercised in oil spill response	Major exercise required every 3 years	Up to £8000 per annum, depending on training and exercise requirements	Ongoing. Next major exercise 2019	DHM/HOM, and Environment and Development Manager	Mar-20	Table-top training exercise – ABP 11/9/18. Contract with Adler and Allen for renewal July 2019.
8	1	Environment	To discharge responsibilities under Habitats Regulations and other relevant environmental legislation	To identify and provide partial funding for environmental research projects which are deemed to be of net benefit to the harbour	Maximum of two projects per academic year	£5000 per annum	Ongoing	Environment and Development Manager	Mar-20	PhD project on sacrificial anodes. complete July 2018. Support to Blue Marine Foundation/Portsmouth Univ. Solent Oyster Restoration Project
9	3	Public relations and communications	To enhance the public perception of the Harbour Authority	Broad involvement in and representation at relevant local committees. Programme of HM Presentations. Annual Forum for 2019 to disseminate		£500	Ongoing	MD	Mar-20	AF WSC 26 Mar 2019

Serial	Priority 1 low 5 high	Plan topic	Brief	Objective	Constraints	Budget	Target completion date	Ownership of project	Review date	Review Notes
10	3	Public relations and communications	To enhance the public perception of the Harbour Authority	To ensure that RHHA input to the River Hamble Directory is relevant and accurate	Editorial control rests with River Hamble Combined Clubs	£2,000	Complete for 2019	Harbour Office staff and Scene-Media	Jan-20	Updates completed for publication
11	3	Public relations and communications	To enhance the public perception of the Harbour Authority	Optimise Web Site and Social Media use to land messages	Nil	None budgeted – potential income generator	Ongoing	Marine Director	Mar-20	Ongoing
12	5	Crown Estate	To maintain a productive relationship with The Crown Estate	Fulfil the terms of the Moorings Management Agreement with the Crown Estate	Moorings Management Agreement	Income generator	Annual and ongoing	Marine Director, DHM/HOM, Moorings Manager	Jul-19	New Management Agreement in place from 31 Mar 2017 until Mar 2020. CE tender.
13	2	Enhancement of economic benefits	Where possible, to seek opportunities to enhance the economic benefits of the harbour	To encourage the use of Harbour Authority facilities for events, rallies and regattas	Requires advertising and promotion on website and Hamble Directory	None budgeted - potential income generator	Ongoing	Harbour Board and Marine Director	Mar-20	Rally and regatta pre-booking arrangements in use. Next Hamble River Games scheduled for Summer 2020
14	3	Enhancement of well-being and enjoyment	Where possible, to seek opportunities for all harbour users to enjoy the benefits of the harbour	To seek to enhance the experience of those who use the River by improving access, both on and off the water To keep abreast of developments in County and Borough Council Policy, local initiatives and events, in order to enable and facilitate their safe and efficient delivery within the constraints of the Port Marine Safety Code.	Funding Staff resource	From Asset Enhancement Reserve	Ongoing	Harbour Board and Marine Director	Mar-20	Remaining alive to and facilitating opportunities for enjoyment and development. Supporting the proper authorities in delivery of policy objectives within the bounds of own existing resource. Board discussion on Harbour Dues required to fund beyond AER.
15	5	Planning and consents	To provide a clear and effective works consent process	All works consents applications dealt with in a reasonable timescale, taking into account safety and environmental factors	Port Marine Safety Code and relevant legislation	Income generator	Ongoing	Environment and Development Manager	Mar-20	
16	4	Planning and consents	To provide a clear and effective harbour works consent process	Provide professional pre-application advice	Availability of officials from other consenting bodies	£500 per annum for room hire	Ongoing	Environment and Development Manager	Mar-20	Response provided to 3 rd party consultations. 1 to 1 advice meetings regularly held. Consents Advisory Panel meets as required.
17	4	Consultation	To respond to ideas and suggestions put forward by harbour users and other interested parties and consult	Conduct formal consultations with interested parties when appropriate, using on-line methods whenever possible		None at present	Ongoing	Marine Director	Mar-20	Ongoing discussions with Hamble PC reported on separately

Serial	Priority 1 low 5 high	Plan topic	with them when appropriate Brief	Objective	Constraints	Budget	Target completion date	Ownership of project	Review date	Review Notes
18	3	Visitors	To encourage the provision of appropriate facilities for visiting yachtsmen.	Provide assistance and local information to visiting yachtsmen	None	Minimal	Ongoing	All staff	Mar-20	Continuous, including contributions to local pilot books, directories and guidebooks. Website development work.
19	4	Policy	To ensure that the opinions of the Harbour Authority are taken into account when Government policies on ports, harbours and the marine environment are under consideration	Respond to all relevant Government consultations and attend appropriate conferences, workshops and meetings		Travel costs for meetings etc	Ongoing	Marine Director	Mar-20	Staff attended various UKHMA, BPA, SASHMA and Solent Forum meetings and workshops, together with environmental and marine planning events. HM UKHMA representative on DfT TEP Steering Group. HM chair of SEMS.
20	2	Future trends	To respond appropriately to new trends in recreational boating	Monitor trends in recreational boating and propose appropriate responses		None budgeted	Ongoing	Marine Director	Mar-20	Monitoring of proposed Navitus Bay windfarm, paddleboarding and jet packs (powered by jet-skis).
21	5	Financial	To maintain and manage the harbour cost-effectively and within available resources	Plan and implement annual budget	Hampshire County Council financial regulations	£27,000 (Service Level Agreement with County Treasurer)	Ongoing	Marine Director and County Treasurer	Mar-18	2019/20 forward budget approved by Harbour Board Jan 2019.
22	3	Financial	To maintain and manage the harbour cost-effectively and within available resources	Maximise income through effective collection of Harbour Dues	Requires co-operation of yards and clubs	Income generator	Ongoing	Marine Director	Mar-20	
23	4	Staff	To employ and retain well-motivated, properly trained staff	Recruit high quality staff, and provide and encourage training and personal development		Core business	Ongoing	All line managers	Mar-20	
24	4	Staff	To employ and retain well-motivated, properly trained staff	Adhere to principles of Investors in People (IiP)		Core business	Ongoing	All line managers	Mar-20	Ongoing. Make use of HCC Valuing Performance protocols
25	3	Staff	To provide appropriate training for Management Committee and Harbour Board members	Organise training events for Members as required	Availability of Members	Core business	Ongoing	Marine Director and Members	Mar-20	Ongoing training after each Man Cttee meeting. Bespoke induction packages delivered
26	4	Equalities and accessibility	To ensure compliance with all equalities and accessibility legislation	Ensure that equalities and accessibility are taken into account in all activities and decisions	Equalities legislation	Core business	Ongoing	Marine Director	Mar-20	Equality central to planning processes as directed by the updated Strategic Vision Paper.

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HAMPSHIRE COUNTY COUNCIL

Report

Committee	River Hamble Harbour Board
Date:	5 April 2019
Title:	River Hamble Asset Register
Report From:	Director of Culture, Communities and Business Services

Contact name: Jason Scott

Tel: 01489 576387 **Email:** Jason.Scott@hants.gov.uk

Recommendation

- 1.1. It is recommended that the River Hamble Harbour Board note this report and take it into consideration alongside the annual statutory accounts in setting Harbour Dues for 2019/20 at the July Board meeting.

2. Summary

- 2.1. This report is of particular importance this year, as it confirms the requirement for a continued contribution from revenue to the Asset Replacement Reserve of £35,000. The study shows the level of forecast expenditure likely to be required to maintain certain items of infrastructure critical to the delivery of RHHA operational capability to 2050. Alongside the statutory accounts and a paper on RHHA overall income and expenditure levels that will be brought to the Management Committee at the next round, it will be used to judge the setting of Harbour Dues for 2019/20.

3. Background

This report continues to recognise the need for good husbandry, with certain items receiving prudent attention in order to enhance their longevity. The report also acknowledges that larger infrastructure items such as the Warsash and Hamble Jetties are composite facilities. Individual components wear at different rates dependent on factors which include but are not limited to the level of their use and exposure to the elements. It is sensible to break these down and recognise that the timeline of these components' replacement must be taken into account in smoothing their operational effectiveness over the course of time. It is realistic to recognise the overall replacement cost will not be required at once. Importantly too, dividing maintenance works into these components will optimise availability of the facility. This more granular approach also affords a more accurate judgment to be made on the amount required each year from revenue to sustain the Asset Replacement Reserve at the level that will ensure that availability. The graph illustrates that a continuation of the £35,000 contribution each year will deliver that and also offer a modest, prudent and consistent margin of contingency.

River Hamble Fixed Assets Register

Asset (* Composite Structure)	Year of purchase	Purchase cost £	Initial life expectancy of whole structure (years)	Forecast lifespan of whole structure ¹	Depreciation charge for 2018/19 £	Replacement Cost of whole structure ² £
Marks, beacons, lights, piles & buoys						
Cardinal mark at river entrance – piling only	2000	3,000	30	2030	100	3,500
Superstructure and cardinal top mark	2000	1,000	20	2020	0	1,500
9 beacons at river entrance, plastic piling	2000	30,000	30	2030	600	34,500
Sector lights – Hamble Point / Warsash superstructure	1997	30,000	30	2027	0	40,000
2 sector lights	2006	12,000	15	2021	800	12,000
5 port & starboard navigation marks / piles	1977	20,000	45	2022	0	25,000
Maintenance piles – Warsash	2002	33,000	30	2032	1,320	20,000
Maintenance piles – Hamble	1989	15,000	30	2019	0	8,000
Maintenance piles – Lands End	1988	15,000	30	2018	0	8,000
5 navigation buoys	2006	16,000	20	2026	800	18,000
Navigation lights at harbour entrance	2015	5,068	10	2025	507	5,500
Total		180,068			4,127	176,000

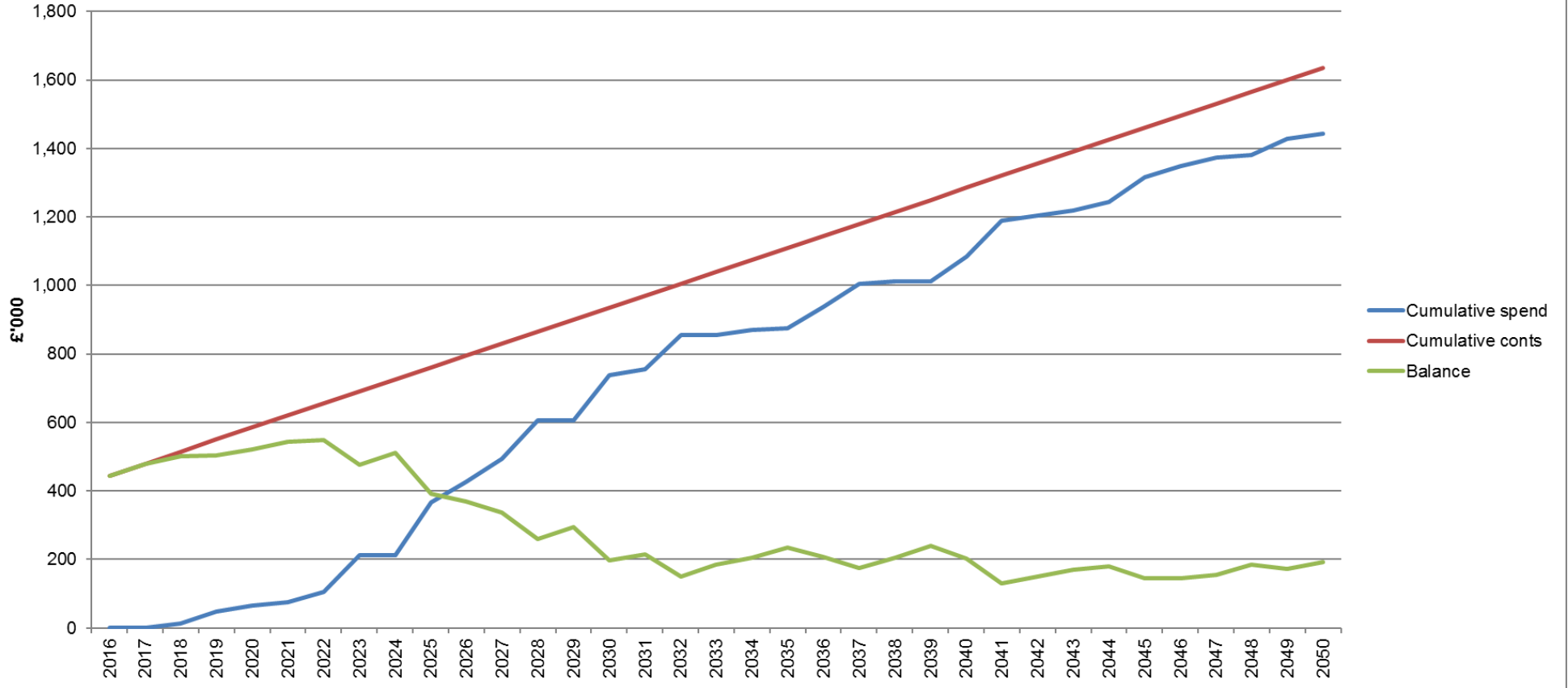
¹ Life end forecast at build. Applies less to composite structures, elements of which are programmed to be replaced on a rolling basis, dependent on husbandry and condition.

² This is the TOTAL replacement cost. Based on current price estimate. Some assets are composite structures. For these, different components will be replaced at different times, depending on their condition. This enables payments to be spread more effectively and optimise asset availability.

Asset (* Composite Structure)	Year of purchase	Purchase cost £	Initial life expectancy of whole structure (years)	Forecast lifespan of whole structure ¹	Depreciation charge for 2018/19 £	Replacement Cost of whole structure ² £
Bridges, walkways, jetties						
Bridge to Hamble jetty	1988	40,000	40	2028	0	50,000
Bridge to Warsash jetty	1990	40,000	40	2030	1,333	50,000
Walkway to Warsash jetty	1982	50,000	50	2032	1,000	50,000
10 support piles for Warsash walkway	1982	36,000	50	2032	720	30,000
*Warsash jetty – piling, pontoons, services, lighting etc	2006	170,000	35	2041	6,800	105,000
Warsash connecting pontoon	2016	55,000	35	2051	1,570	55,000
*Hamble jetty – piling, pontoons, services, lighting etc	1991	140,000	35	2026	0	110,000
*Fisherman's pontoon / jetty	2006	48,000	20	2026	2,400	55,000
*Visitors' pontoon and piles	2000	60,000	25	2025	2,400	65,000
*River Hamble Country Park Jetty	2014	Est 55,000	25	2039	1,000	55,000
Total		694,000			17,223	625,000
Boats						
*2 patrol boats	2011	40,000	12	2023	3,333	100,000
*RIB	2012	15,000	15	2027	1,000	15,000
Engines ³	2016/7/8	45,000	2.5	2020/22	10,830	45,000
Total		105,000			15,163	160,000
Service provision						
Replacement Harbour Management System	2019(forecast)	£45,000	10	2029	N/A	£45,000

³ Staggered purchases for 5 engines in 3 boats. Trade in value for each engine of around £2500 (Manufacturer) against new purchase at 4 year intervals.

River Hamble - Asset Replacement Reserve



CORPORATE OR LEGAL INFORMATION:**Links to the Strategic Plan**

Hampshire maintains strong and sustainable economic growth and prosperity:	yes
People in Hampshire live safe, healthy and independent lives:	yes
People in Hampshire enjoy a rich and diverse environment:	yes
People in Hampshire enjoy being part of strong, inclusive communities:	yes

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location

None

IMPACT ASSESSMENTS:

1. Equality Duty

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2. Equalities Impact Assessment:

A full Equalities Impact Assessment for the River Hamble Harbour Authority's compliance with the Port Marine Safety Code (including environmental responsibilities) has been carried out. This report includes an Equalities Impact Assessment within the draft Strategic Plan.

2. Impact on Crime and Disorder:

2.1. This report does not deal directly with any issues relating to crime and disorder.

3. Climate Change:

3.1. How does what is being proposed impact on our carbon footprint / energy consumption? The contents of this report have no impact on carbon footprint or energy consumption

3.2. How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts? Not applicable to this report.

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	River Hamble Harbour Board
Date:	5 April 2019
Title:	River Hamble Future Options
Report From:	The Director of Corporate Resources and Director of Culture, Communities and Business Services

Contact names: Jason Scott
Jenny Wadham

Tel: 01489 576387 **Email:** Jason.Scott@hants.gov.uk
01962 847193 Jennifer.Wadham@hants.gov.uk

1. Recommendations

- 1.1. That the Harbour Board notes the growing shortfall between the projected net annual surplus on revenue activities and the £35,000 balance agreed to be transferred to the Asset Replacement Reserve.
- 1.2. That the Harbour Board recognises that an increase in Harbour Dues for the 2020 calendar year, currently projected to be 5.1%, is likely to be required and that this future options report be considered alongside the Asset Review and Final Accounts in setting Harbour Dues for next year at a future Board meeting.
- 1.3. That the Harbour Board considers whether a programme of future opportunities should be pursued, with a resulting further increase to the Harbour Dues.

2. Executive Summary

- 2.1 In 2009, a detailed review of the Harbour Authority income and expenditure was undertaken, as a result of which the Board approved budgeted expenditure reductions of approximately £50,000 for the 2010/11 financial year. The income budget was also reduced accordingly, by a 10% reduction in the rate of Harbour Dues.
- 2.2. Expenditure has continued to be closely scrutinised by the Harbour Authority on an ongoing basis, with a number of efficiencies being made. At the same time, increases to Harbour Dues have been kept to a minimum, with inflationary increases being consistently below RPI and indeed frozen for a number of years.

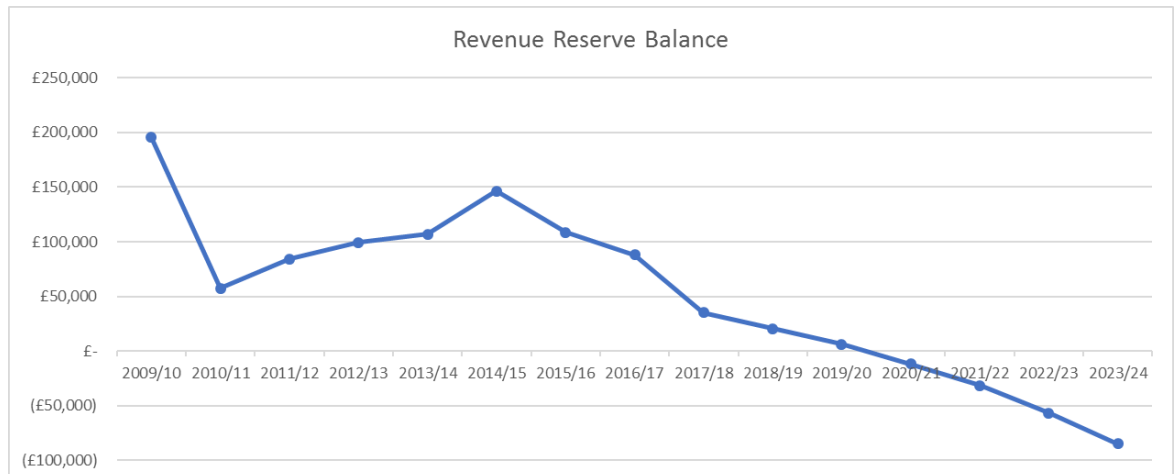
- 2.3. Over recent years, whilst annual revenue activities have generated a surplus, the surplus has not been sufficient to meet in full the agreed £35,000 annual transfer to the Asset Replacement Reserve (ARR). The resulting deficit has needed to be offset by a transfer from the Revenue Reserve (RR). This has been a planned approach to reduce the balance held within the RR account and bring the balance back in line with the agreed reserves policy which specifies that the balance of the RR should not exceed 10% of the gross expenditure.
- 2.4. This approach is not sustainable on a long-term basis and therefore this report considers the various options to ensure that the annual surplus on revenue activities is sufficient to fully meet the transfer to the ARR. This will mean that an annual draw from the RR is not expected to be required, mindful that the intent is to operate at a sustainable level and not for profit.
- 2.5. It is recommended that the Board recognises that a proposed 5.1% increase in Harbour Dues is forecast to be required this year (which would take effect from 1st January 2020). Ongoing increases to Harbour Dues are expected to be within the region of 2% per annum, in line with RPI. The conclusions drawn in this paper will need to be considered alongside the Asset Review work and Final Accounts at the Summer round of governance meetings.
- 2.6. This report also presents the potential costs and possible funding options for the Board's consideration, should the Board decide that it wishes to take advantage of further development opportunities on the River Hamble.
- 2.7. It is recommended that the principle be agreed that any additional funding in that respect will also be achieved through an increase to Harbour Dues.
- 2.8. Any further ambition to take advantage of enhancement opportunities will need to be considered in the light of the current financial position and the concomitant need to increase Harbour Dues further. It will be noted that every £10,000 funding per annum allocated for this purpose would require an approximate increase of 2% increase in Harbour Dues.

3. Introduction

- 3.1. The River Hamble Harbour Authority (RHHA) maintains a number of statutory services, the safe and efficient delivery of which are not in scope of this review. These services maintain the level of risk within the Harbour at a level which is as low as reasonably practicable. The essential operational pillars supporting this are therefore also not in scope.
- 3.2. Over the past ten years, RHHA income has reduced. Overall expenditure has also reduced from 2009 levels but remained broadly static since 2011/12 as a result of a prudent approach. Staff expenditure, fundamental to the delivery of the Marine Safety Service, has increased through a combination of wage and associated additional actuarial pension contributions and, recently, the correct management of an employee with a debilitating illness. The net effect with some projects being funded from revenue has been to create a deficit. The Revenue or General Reserve (RR) has been used in accordance with

Board Policy to offset when necessary any annual imbalance in a way that is no longer sustainable.

- 3.3. The impact of this has seen the balance on the RR reduce considerably so that it is now at the level where it is no longer practicable to continue to draw from the RR to meet the annual transfer to the ARR. Instead the transfer needs to be planned to be met fully from a surplus on annual revenue activities.
- 3.4. As shown in the graph below, based on current projections the RR will be fully utilised in 2020/21 and would become significantly overdrawn if corrective action is not taken.



*Based on a 2% increase in expenditure per annum and a 1.5% increase in Harbour Dues

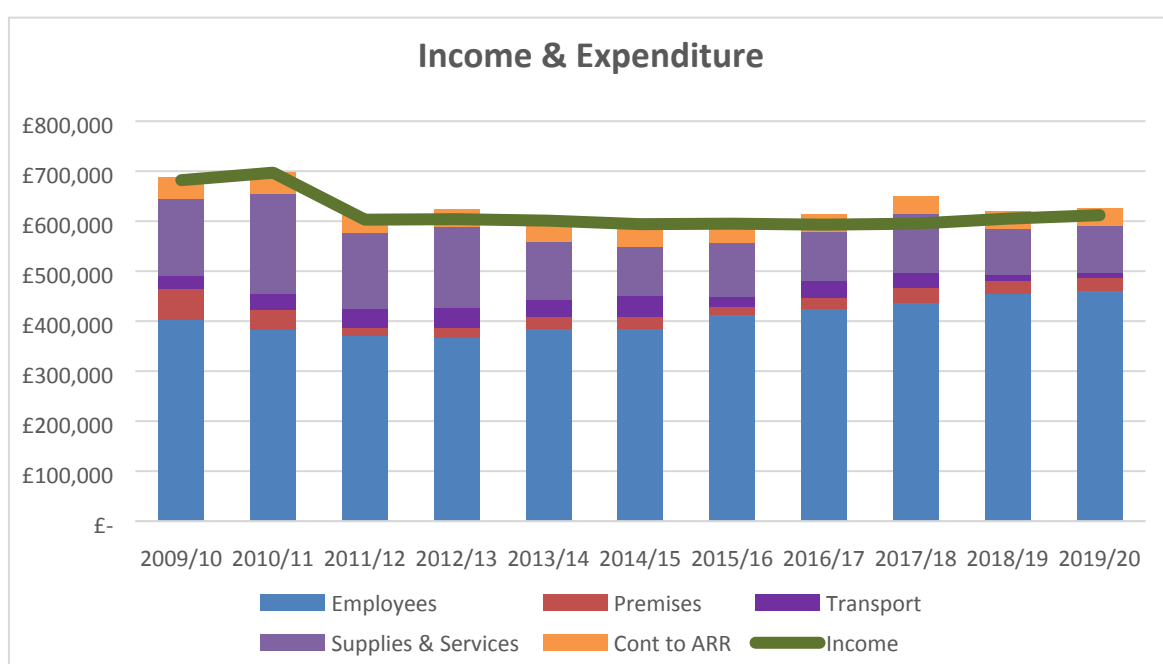
4. Income and Expenditure of the Harbour Authority

- 4.1. In 2009, Harbour Dues income stood at £559,000 (net) and the Crown Estate Management Agreement earned the RHHA £47,000. By 31 March 2018, the same figures were £506,000 and £64,000. Other sources of income are variable and include, but are not limited to: services (towing, pontoon cleaning), visitors' income and income from sublets. As these income streams vary, they cannot be relied upon and are therefore not considered further here.
- 4.2. The reasons for the drop in overall income include a small reduction in the moorings let over the intervening period, a loss in rent for the sublet of property leased at the time and more significantly, a downward adjustment in Harbour Dues since 2009, to reflect the scrutiny of and subsequent reduction in the budgeted expenditure at that time.
- 4.3. At the Board meeting on 10th Sept 2010 it was agreed that the Harbour Dues would be reviewed annually with the general presumption that any increase should be no higher than the retail prices index plus 1%. That year, the Harbour Board approved a 10% reduction, equivalent to a reduction in income

of £62,000¹. The result of this is that Harbour Dues are set today at a rate that is 7% lower than in 2009. As a benchmark, the Consumer Prices Index has increased by 10% since January 2012. The actual percentage changes to Harbour Dues since 2009 (taking effect from 1st January the following year) and the maximum increases that could have been made using RPI plus 1% are shown in the table below:

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Actual	-1%	-10%	0%	0%	1%	1.5%	0%	0%	0%	1.5%
RPI +1%			5.8%	5.8%	4.1%	3.7%	2.6%	2.2%	3.5%	5.1%

4.4. Gross income and expenditure (including the £35,000 transfer to the ARR) for each year since the 2009/10 financial year is shown in the graph below:



4.5. Reductions in costs in relation to premises, transport and supplies and services have offset an increase in salaries and on-costs, including actuarially-calculated additional pension contributions², to the extent that gross expenditure budgeted at £591,000 before the annual contribution to the ARR is forecast to be £54,000 less than 10 years ago. Notwithstanding an increase of 1.5% in Harbour Dues in the 2018 billing round, forecast income for 2019/20 at £612,000 is £70,000 less than 10 years ago.

4.6. The amount required from the Revenue Reserve to make up the Harbour Board's commitment to transfer £35,000 to the Asset Replacement Reserve

¹ 2010 also saw a transfer from the Revenue Reserve (then standing at £195,000) to bolster the the Asset Replacement Reserve Of £180,000, taking that latter reserve to £310,000. The RR reduced to £67,000.

² 2% pay award in 2018 and a further 2% in 2019. This meant an increase in on-cost for salaries for 2018/19 of £29,000 including indirect costs for actuarial adjustments to pensions.

is currently projected to be in the region of £14,000 at the end of the current financial year.

- 4.7. Assuming that Harbour Dues continue to be increased at a rate of 1.5% per annum, as per last year, but that costs rise at 2% per annum (which is 1% below projected RPI increases), this gap would increase to £28,000 per annum by 2023/24.

5. Options for the Financial Sustainability of the RHHA

- 5.1. The options considered to remove the growing gap between the expected annual surplus on revenue activities and the £35,000 for transferring to the ARR are as follows:

- a) Increase the income
- b) Reduce the annual expenditure
- c) Reduce the annual contribution to the ARR
- d) Draw the required balance from the other reserves

- 5.2. Each of the above options is explored in more detail below.

- 5.3. In considering those options, the following factors and assumptions have been applied:

- a. The integrity of the RHHA's statutory responsibilities cannot be compromised³. The Duty Holder 'must ensure that sufficient resources are available to discharge its marine safety obligations and set the level of Dues accordingly'. This is also the primary objective of the Strategic Vision⁴ and the subject of the core Mission Statement in the Strategic Plan⁵;
- b. A continued contribution of £35,000 will be necessary to ensure that the Asset Replacement Reserve is maintained at a level necessary to maintain the essential operational pillars of the RHHA undertaking⁶;
- c. The Harbour Board wishes to set aside a further surplus to the Asset Enhancement Reserve for a programme of future development opportunities⁷. This is a second order question which depends on both a definition of the requirement and an appetite to increase Harbour Dues beyond the level required to bring the Budget into balance;
- d. The RHHA will retain the Crown Estate Management Agreement at the next tender on or before 31 March 2020, without which an additional £64,000 per annum income (or 13.5% increase) would be required;

³ Harbour Dues are payable so that the Harbour Authority is able to discharge its statutory responsibilities. Port Marine Safety Code Section 3.

⁴ Vision Statement paragraph 5.1 dated 16 January 2018.

⁵ Strategic Plan paragraph 3.2 dated 16 January 2018.

⁶ Harbour Dues Board Paper June 2019.

⁷ Board Policy (Strategic Vision 5.4.1) is to sustain pro-actively the Asset Enhancement Reserve.

- e. Imaginative methods to economise have been explored and implemented. Only smaller scale economies remain available;
- f. The number and type of moorings let will not decrease in such a manner as to reduce Harbour Dues taken⁸;
- g. Harbour Dues are the only means of increasing income reliably. The Harbour Board has the statutory powers under the Harbours Act of 1964⁹, to set Harbour Dues at the level it sees fit.

Increasing the Income

- 5.4. It is helpful to recognise, when considering how any increase in income might be achieved, that a one percent increase in Harbour Dues will realise around £4,750 (net).
- 5.5. The Forward Budget for Income for 2019/20, without any increase applied, is shown in the table below:

Item	Amount	Remarks
Harbour Dues	£483,000	9.75% less than in 2009/10 (£535,125)
Crown Estate Agreement	£67,000	43.5% more than in 2009/10 (£46,700)
Visitors' Income	£43,000	55.75% more than in 2009/10 (£19,024)
Miscellaneous Income	£9,000	39% more than in 2009/10 (£5,474)
Towing	£7,000	(nil recorded)
Other Funding	£2,000	(£1,622) (19% more than in 2009/10)
Interest	£1,000	(£575)
Total	£612,000	10% less than in 2009/10 (£679,200)

- 5.6. Given that Harbour Dues is the only lever which can adjust income, an increase in Harbour Dues designed to realise an additional £25,000 to address the projected gap in the 2020/21 budget should Harbour Dues remain at the 2019 level must, at the very least, be implemented.
- 5.7. **An overall increase in Harbour Dues** - With current actual income from Harbour Dues standing at around £475,000, and budgeted at £483,000 for 2019/20, an increase of 5.1% would be necessary to bring the Budget back into balance. This is the least increase that should be considered for implementation although it will not satisfy assumption c. While a larger increase than River Users have been used to in recent times, Harbour Dues would still be set at a level that is 1.5% less than ten years ago. The table

⁸ There is risk here. While the RHHA Waiting List remains strong (599 at the time of writing), not all moorings are let. The RHHA has seen a reduction in these over the past few years. There are 630 Crown Estate moorings and mooring lets have seen a small drop in some categories. While it is difficult to judge with accuracy, it is reasonable to assume that an increase in Harbour Dues is unlikely to be a factor that reverses this situation.

⁹ Section 26(2).

below shows how this would affect River Users and also illustrates the rates (per metre per annum) a decade ago.

River User	2009	2019	2020
Mid-stream moorings – resident	£16.06	£15.04	£15.81
Marina/Dry Sailor (basic rate)	£14.60	£13.67	£14.36
Mid-stream moorings – commercial	£14.60	£13.67	£14.36

This increase might be applied in one of two ways: 5% at the next round or incrementally, dependent on the period over which this increase might be applied. However, given that the RR is projected to be only £6,000 at the end of March 2020, a phased implementation would put the RR at significant risk of being fully utilised and without a sufficient balance to meet the ARR transfer. A phased implementation is therefore not recommended.

- 5.8. **A reduction in the discount granted to the payers of commercial Harbour Dues** - It is recognised that this source of income is reliable and represents around 80% of the net Harbour Dues taken each year. Commercial Harbour Dues are invoiced on 01 January each year at a rate which offers a 20% discount on the recognised meterage available in accordance with a long-established Memorandum of Understanding with the Commercial community. This benefit has been granted in recognition of the administrative burden of collecting the Harbour Dues.
- 5.9. Assuming net commercial income of £380,000 with that 20% discount, a reduction of 5% in the discount would deliver an increase of £23,750. For illustrative purposes, a commercial Harbour Dues invoice of £20,000 after the current 20% discount would increase under such an arrangement to £21,250 with the 15% discount. While this measure would achieve the necessary deficit amount, it is recognised that such a step would place an uneven burden on the commercial community over the private for the increase.
- 5.10. For the reasons outlined above, an increase in Harbour Dues of 5.1% for the 2020 calendar year is likely to be necessary.

Reducing Annual Expenditure

- 5.11. As illustrated by the graph in paragraph 3.4, the majority (80%) of Harbour Authority expenditure relates to staffing in the 2018/19 forecast and 2019/20 budget (excluding the contribution to the ARR). Any reduction in expenditure can only be achieved through savings in supplies and services, which, it can be seen, have been already achieved, or by cutting staff.
- 5.12. The primary objective of the Strategic Vision is to maintain safety. This is the Board's responsibility in Law, and the Port Marine Safety Code is the "central pillar" of everything the Harbour Authority does¹⁰.
- 5.13. The manpower structure of the RHHA delivers both afloat safety and office components and operates every day except Christmas day. Winter hours are 07:00 – 19:00 and Summer hours 07:00 – 22:00. The office component is

¹⁰ Strategic Plan 2018-2021 paragraph 6.1 dated 16 Jan 2018.

made up of three staff or 2.1FTE (full time equivalent) and the afloat capability is made up of five staff or 4FTE.

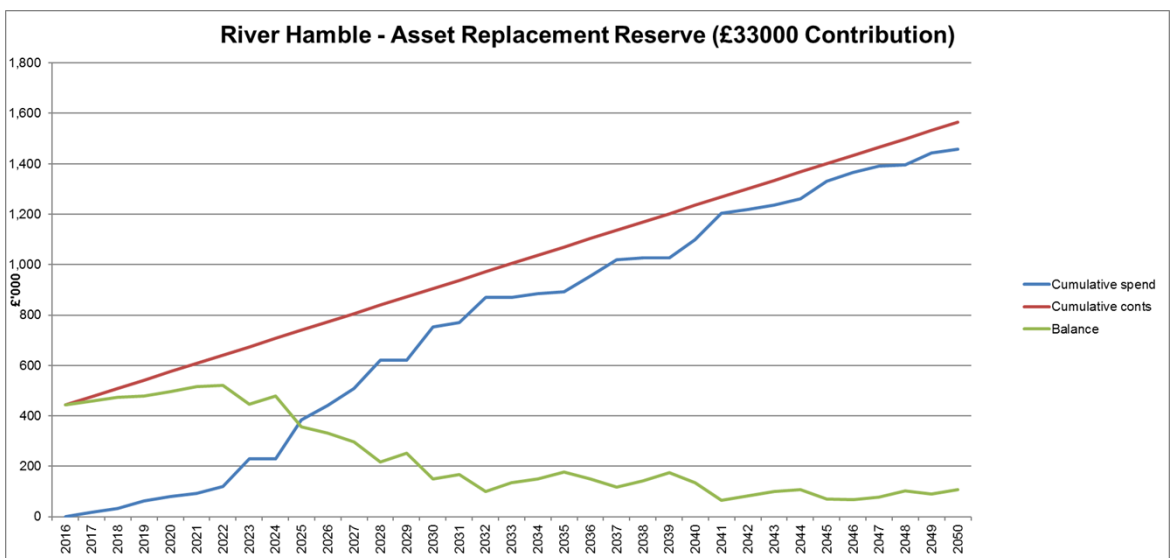
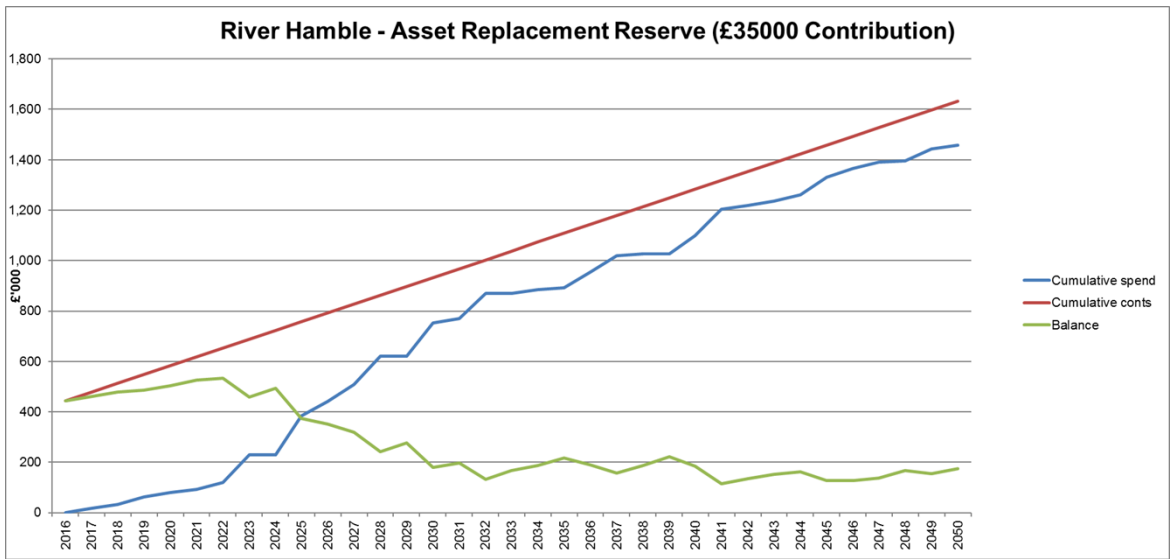
- 5.14. The independently audited Marine Safety Management System requires two patrol officers to be on duty at any one time for safety purposes (lone working is not allowed for most activities). The current staffing levels allows the roster to deliver essential cover on a river which can have as many as 400 boat movements every hour. The existing headcount is considered by the Harbour Master and the Designated Person to be the minimum required to deliver a safe, persistent service¹¹.
- 5.15. Reducing the staffing expenditure is therefore not considered a viable option.
- 5.16. Reducing the non-staffing costs to reduce the deficit would require a nearly 10% reduction in these costs to achieve the £14,000 required in 2019/20, rising to a 20% reduction to achieve the projected £28,000 required by 2023/24. As mentioned above, non-staffing costs have continued to be closely scrutinised since the 2009 review and are now almost half what they were in 2009/10 (£130,000 per annum in 2018/19, compared to £232,000 in 2009/10). Whilst expenditure will continue to be monitored and kept to a minimum, it is considered that there is little scope to realise the reductions required to meet the deficit.

Reduce the Annual Contribution to the ARR

- 5.17. As at 31st March 2018, £480,000 was held in the ARR, and it is anticipated that this will increase to £497,000 by 31st March 2019. The purpose of the ARR is to ensure funding is available to replace all Harbour Authority Assets over a 25 year cycle, and therefore the amount held in the Asset Replacement Reserve is critical in ensuring that future asset replacement needs are met.
- 5.18. The Asset Review work has become business as usual for the Harbour Board and is considered each year in April. It aims to show that capital is being accumulated at rate sufficient to address replacement out to 50 years. For prudence, any reduction (or increase) to the transfer to the annual reserve, should only be driven by the Asset Review work determining that the current level of contribution should be amended to match the requirement. Before 2011/12, the amount transferred annually from Revenue to this Reserve was £43,000. The current commitment to transfer £35,000 remains important in ensuring that continued needs are met.
- 5.19. This year's Asset Review has shown that, on current estimates, a continuation of the £35,000 contribution will allow the Asset Replacement Reserve to service the essential RHHA operational assets out to 2050 and beyond. This level of contribution is forecast currently to result in a prudent contingency of around £150,000. Dependent on the Board's appetite for risk, the contingency figure might be reduced to £50,000, were the annual contribution to be reduced to £33,000, however, this would not meet the deficit required. The

¹¹ The Harbour Board is on record (Board Minutes 10/9/10, item 64) as having raised concerns that the existing structure, when it was proposed in July 2010, would be too lean. The current structure was supported fully with the Board's additional support being given to the award of appropriate special recognition payments to staff who had undertaken additional activities and responsibilities while the structure was under particular scrutiny.

following graphs are indicative and illustrate that but do not acknowledge the risks involved.



5.20. Reducing the annual contribution to below the required level is not considered a viable option.

5.21.

Draw the Required Balance from other Reserves

5.22. The reserves of the River Hamble are shown in the table below:

	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
Revenue Reserve	£195,414	£57,245 ¹²	£84,061	£99,524	£107,114	£146,242	£108,642 ¹³	£88,062 ¹⁴	£35,294 ¹⁵	£20,294 ¹⁶
Asset Enhancement Reserve (AER)	£311,814	£314,471	£317,145	£286,388	£275,154	£260,310	£130,899 ¹⁷	£71,968 ¹⁸	£69,760	£66,760 ¹⁹
Asset Replacement Reserve	£186,674	£322,078 ²⁰	£339,447	£370,152	£406,492	£365,268 ²¹	£404,811	£443,402	480,268	£496,268 ²²
Total	£693,902	£693,794	£740,655	£756,065	£788,760	£771,820	£644,352	£603,432	585,322	£563,322
Total without the AER	£382,088	£379,323	£423,510	£469,677	£513,606	£511,510	£513,453	£531,464	£498,562	£496,562

5.23. The Revenue Reserve's purpose is to hold annual surpluses totalling no more than 10% of the gross Revenue Budget. Any excess is transferred either to the Asset Enhancement Reserve, returned to mooring holders or to fund one-off revenue budget pressures as approved by the Board. It can be seen that the Revenue Reserve was consistently in surplus before 2015, with exceptional transfers either being made to bolster the Asset Replacement Reserve (£180,000 – 2010/11) and the Asset Enhancement Reserve (£39,000 - 2015/16). More recently, with increasing financial pressure, it has been used to fulfil the commitment to transfer £35,000 annually to the Replacement Reserve.

5.24. The Asset Enhancement Reserve came into being with a one-off windfall of £320,000 from the sale of piles to the Crown Estate. Its purpose has been to support a programme of future opportunities. To date, £292,000 has been spent on projects for the benefit of River Users with the remaining balance being made up from interest accrued and transfer from revenue. The detail of this Reserve's use was brought to the Board in April 2018. The Board has previously discussed its ambition to pursue pro-actively development opportunities. In the light of the deficit and requirement this year to increase Harbour Dues in order to redress that position, any appetite for a further augmentation will merit discussion.

5.25. This capital windfall is irrelevant when considering baseline business planning because any enhancement to the Harbour deemed necessary would have to

¹² Brought about by a one-off transfer of £180,000 from the RR to the ARR.

¹³ A one-off transfer of £39,000 from the RR to the AER.

¹⁴ Transfer of £21,272 to the ARR to make up the £3,5000 commitment.

¹⁵ Transfer of £17768 from the RR to the ARR to make up the £35,000 commitment.

¹⁶ Transfer of £15000 from the RR to the ARR to make up the £35,000 commitment.

¹⁷ £70000 contribution to Hamble Life Boat; £23100 to sediment study; £68,657 to Warsash Slipway improvements.

¹⁸ PhD project into Sacrificial Anodes (£5000); Warsash Link Pontoon (£52,725); River Hamble Games (£2,224).

¹⁹ River Hamble Games 2018 (£3,000).

²⁰ Previous ARR contribution was £43,000 p.a.

²¹ EHarbours (£23,144); Hamble Jetty pontoon replacement (£50,000 - £8,000 credited in 2016 accounts); Navigation light replacement (£5,068).

²² Boat engine replacement, handrail replacement, replacement of daymarks and decking (£21,000).

be funded in any case, necessitating funding from Revenue with concomitant implications for the rate of annual income. Board Policy is to sustain it, proactively for a programme of enhancement opportunities. Acknowledging the tangible benefit to River Users of projects realised by funding from the Asset Enhancement Reserve, the overall balance of the reserves not including the balance of that reserve has increased from £381,000 in 2009 to £497,000 in 2019.

5.26. Again, for the reasons above, addressing the deficit through a transfer from the other reserves is not considered a viable option.

6. Conclusions

6.1. First, the existing level of safety cover must be maintained to ensure that the Risks managed to comply with the PMSC are managed to levels that are as low as reasonably practicable.

6.2. All reasonable reductions in expenditure have been made. Maintaining an essential level of cover requires an increase in income which it is recommended can only reasonably be brought about by an increase in Harbour Dues.

6.3. This year, the forecast shortfall will require a draw on the General Reserve of a predicted £14,000, leaving that Reserve with a forecast balance of £20,000. For 2020/21, the projected shortfall before any uplift to Harbour Dues increases to £25,000. The level of increase necessary is based upon a need for an increase of £25,000 (5%) and will be dependent on the appetite of the Board to take risk on the forecast contingency remaining in the Asset Replacement Reserve, which will be subject to influences not within the Harbour Authority's control.

6.4. In the event that a lower contingency in the Asset Replacement Reserve was deemed acceptable and accepting the associated additional risk, the necessary requirement for an increase would reduce to £23,000 (4.8%). With that in mind, the higher level of contingency afforded by maintaining an annual contribution from Revenue of £35,000 will offer a greater margin of security.

6.5. Secondly, recognising that commercial Harbour Dues bring in the bulk of the Authority's income and also that this income has proved the most stable source, a reduction in the 20% benefit granted to Commercial operators for their collection would therefore achieve the additional level of income required.

6.6. However, it can be argued that this unequal approach, while bringing commercial levels of payment closer into line with those for mid-stream mooring holders, would not be consistent with the Board's policy which recognises and promotes the importance of marine businesses.

6.7. Finally, any appetite to set aside additional income for a programme of future opportunities must be considered in the light of the income forecast to be achieved by a 1% increase (£4,750). Recognising that the Asset Enhancement Reserve will be available up to a point, a project costing

£20,000 would otherwise require an increase beyond that discussed above of over 4%.

7. Impact Assessment

- 7.1. This report is in accordance with the budget strategy and the County Council's financial management policy. This policy applies equally to all services and ensures consistent financial management decisions across all services. The proposals outlined in this report are not considered discriminatory.

CORPORATE OR LEGAL INFORMATION:**Links to the Strategic Plan**

Hampshire maintains strong and sustainable economic growth and prosperity:	Yes
People in Hampshire live safe, healthy and independent lives:	Yes
People in Hampshire enjoy a rich and diverse environment:	Yes
People in Hampshire enjoy being part of strong, inclusive communities:	Yes

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

DocumentLocation

None

IMPACT ASSESSMENTS:

1. Equality Duty

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

1. The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
2. Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
3. Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

Equalities Impact Assessment:

1.2. This report is in accordance with the budget strategy and the County Council's financial management policy. This policy applies equally to all services and ensures consistent financial management decisions across all services. The proposals outlined in this report are not considered discriminatory.

2. Impact on Crime and Disorder:

2.1. This report does not deal with any issues relating to crime and disorder.

3. Climate Change:

1. How does what is being proposed impact on our carbon footprint / energy consumption? The contents of this report have no impact on carbon footprint or energy consumption.
2. How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts? Not applicable to this report.

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HAMPSHIRE COUNTY COUNCIL

Report

Committee:	River Hamble Harbour Board
Date:	5 April 2019
Title:	Forward Plan for Future Meetings
Report From:	Director of Culture, Communities and Business Services

Contact name: Jason Scott

Tel: 01489 576387

Email: Jason.Scott@hants.gov.uk

1. Recommendation

1.1. That the report be noted.

2. Summary

1.1 This report sets out the key issues which it is anticipated will appear on the River Hamble Harbour Management Committee and Harbour Board agendas in the forthcoming months. The Forward Plan is attached at Appendix 1.

CORPORATE OR LEGAL INFORMATION:**Links to the Strategic Plan**

Hampshire maintains strong and sustainable economic growth and prosperity:	yes
People in Hampshire live safe, healthy and independent lives:	yes
People in Hampshire enjoy a rich and diverse environment:	yes
People in Hampshire enjoy being part of strong, inclusive communities:	yes

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- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2. Equalities Impact Assessment:

A full Equalities Impact Assessment for the River Hamble Harbour Authority's compliance with the Port Marine Safety Code (including environmental responsibilities) has been carried out and this report does not raise any issues not previously covered by that Assessment.

2. Impact on Crime and Disorder:

2.1. This report does not deal with any issues relating to crime and disorder.

3. Climate Change:

3.1. How does what is being proposed impact on our carbon footprint / energy consumption? The contents of this report have no impact on carbon footprint or energy consumption

3.2. How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts? Not applicable to this report.

Management Committee Date	Agenda Item	Harbour Board Date
15 March 2019	<ul style="list-style-type: none"> • Marine Director and Harbour Master's Report and Current Issues • Environmental Update • Harbour Works Consent (if applicable) • Forward Plan for Future Meetings • Asset Register Review • Annual Review of Business Plan • Briefing (Man Cttee only) 	5 April 2019
7 June 2019	<ul style="list-style-type: none"> • Marine Director and Harbour Master's Report and Current Issues • Environmental Update • Harbour Works Consent (if applicable) • River Hamble Final Accounts 2018/19 • Review of Harbour Dues • Proceedings of the Annual Forum • Forward Plan for Future Meetings • Annual Familiarisation Boat Trip 	12 July 2019
3 September 2019	<ul style="list-style-type: none"> • Marine Director and Harbour Master's Report and Current Issues • Environmental Update • Harbour Works Consent (if applicable) • Forward Plan for Future Meetings • Briefing (Man Cttee only) 	4 October 2019
N/A	<ul style="list-style-type: none"> • Marine Director and Harbour Master's Report and Current Issues • Environmental Update • Harbour Works Consent (if applicable) • Forward Plan for Future Meetings 	15 November 2019
6 December 2019	<ul style="list-style-type: none"> • Marine Director and Harbour Master's Report and Current Issues • Environmental Update • Harbour Works Consent (if applicable) • River Hamble 2019/20 Forecast Outturn and 2020/21 Forward Budget • Review of Fees and Charges • Forward Plan for Future Meetings 	10 January 2020
13 March 2020	<ul style="list-style-type: none"> • Marine Director and Harbour Master's Report and Current Issues • Environmental Update • Harbour Works Consent (if applicable) • Forward Plan for Future Meetings • Asset Register Review • Annual Review of Business Plan • Briefing (Man Cttee only) 	3 April 2020

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