

NOTICE OF MEETING

Meeting	River Hamble Harbour Board
Date and Time	Friday, 12th July, 2019 at 10.00 am
Place	RAF Yacht Club, Hamble
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 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 Personal Interest in a matter being considered at the meeting should consider, having regard to Part 5, Paragraph 4 of the Code, whether such interest should be declared, and having regard to Part 5, Paragraph 5 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 5 April 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 - 7 JUNE 2019 (Pages 11 - 14)

To receive the draft minutes of the meeting of the River Hamble Harbour Management Committee held on 7 June 2019.

7. MARINE DIRECTOR AND HARBOUR MASTER'S REPORT AND CURRENT ISSUES (Pages 15 - 28)

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 29 - 32)

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

9. HARBOUR WORKS CONSENT APPLICATION – INSTALLATION OF A HOIST DOCK PONTOON AT UNIVERSAL MARINA (Pages 33 - 60)

To consider a report of the Director of Culture, Communities and Business Services setting out an application for Harbour Works Consent.

10. RIVER HAMBLE FINAL ACCOUNTS 2018/19 (Pages 61 - 96)

To consider a report of Director of Culture, Communities and Business Services presenting the final accounts for the financial year 2018/19.

11. REVIEW OF HARBOUR DUES (Pages 97 - 118)

To consider a report of the Director of Culture, Communities and Business Services in respect of the rate of Harbour Dues for 2020.

12. PROCEEDINGS OF THE ANNUAL FORUM (Pages 119 - 128)

To consider a report of the Director of Culture, Communities and Business Services giving an update on the proceedings of the 2019 Annual Forum.

13. FORWARD PLAN FOR FUTURE MEETINGS (Pages 129 - 132)

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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AT A MEETING of the River Hamble Harbour Board of HAMPSHIRE COUNTY COUNCIL held at Warsash Sailing Club on Friday, 5th April, 2019

Chairman:
p. Councillor Keith Evans

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

73. **APOLOGIES FOR ABSENCE**

There were no apologies.

74. **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 non pecuniary interests including memberships of the Royal Southern Yacht Club; RAF Yacht Club; Royal Yachting Association and as a midstream mooring holder. Chris Moody declared a non pecuniary interest as a member of Warsash Sailing Club.

75. **MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 11 January 2019 were agreed as a correct record and signed by the Chairman.

With regard to minute number 68, Members heard that a response from the Highways Authority had been received and that the project to decommission the outlet pipes that currently drain the M27 bridge runoff into the River will be considered for incorporation into the smart motorway works.

With regard to minute number 71, it was confirmed that no response had been received from the Hamble Lifeboat Station. The Marine Director reported that he was due to meet with Councillor Cohen of Hamble Parish Council and that any update from this meeting would be provided to Board members.

76. **DEPUTATIONS**

There were no deputations.

77. **CHAIRMAN'S ANNOUNCEMENTS**

There were no announcements.

78. **MINUTES OF THE MEETING OF THE RIVER HAMBLE HARBOUR MANAGEMENT COMMITTEE - 15 MARCH 2019**

The Board received and noted the draft minutes of the River Hamble Harbour Management Committee meeting held on 15 March 2019.

79. **MARINE DIRECTOR AND HARBOUR MASTER'S 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.

At the invitation of the Chairman, Captain Andy Langford summarised some of the findings from the Port Marine Safety Code Audit (attached as Appendix 1 to the main report) for Members' information.

The Board requested that the information shown within the graph on page 15 of the pack, be represented as two graphs for future reports and that more detail be given to explain the criteria along the x axis. It was suggested that the areas with high activity be shown in a separate graph to those areas with lower activity to clearly show the difference from year to year.

RESOLVED:

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

80. **ENVIRONMENTAL UPDATE**

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

With regard to paragraph 3.6 of the report, it was noted that the Harbour Authority were working with IT Services to introduce a moorings layer to the existing interactive 'Riverview' map.

RESOLVED:

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

81. **ANNUAL REVIEW OF BUSINESS PLAN**

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

Members noted that new national Government policy was likely to be set out over the upcoming year as a result of Brexit implications and that, whilst the details were not yet clear, it would be worth noting this within the Business Plan.

RESOLVED:

That the Board note the content of the Business Plan.

82. **RIVER HAMBLE ASSET REGISTER**

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

The Board discussed in detail the contribution of £35,000 from revenue to the Asset Replacement Reserve. Members agreed that this was set at the correct level to enable the necessary funds to accrue in line with the rate set out within the asset register.

Members were supportive of the Harbour Authority's approach to financial management and were pleased that the replacement of assets and related expenditure had been carefully considered. Members noted that the information would be important to inform the setting of Harbour Dues at a future meeting of the Board.

Members requested that the cumulative spend, as shown within the graph on page 50 of the pack, also be represented as a bar chart showing the individual areas of spending within any future reports.

RESOLVED:

That the River Hamble Harbour Board take this report into account alongside the annual statutory accounts in setting Harbour Dues for 2019/20 at a future Board meeting.

83. **RIVER HAMBLE FUTURE OPTIONS**

The Board considered the report of the Directors of Culture, Communities and Business Services and Corporate Resources setting out options for discussion regarding the future management of the Harbour Authority's finances.

Members were presented with the context and background to the report including information on how the rate of Harbour Dues had fluctuated over previous years, how reserves had been managed and how the Harbour Authority might manage its finances in future years to ensure sustainability and fulfil its statutory duties.

It was clearly outlined to Members that the aim of the report was not to agree Harbour Dues for 2020 but rather to take into consideration the current status quo and discuss the potential financial management options available to the Board with a possible impact upon 2020 Harbour Dues. It was outlined that the 2020 Harbour Dues would be agreed at a later Board meeting, having been reviewed by the Management Committee, and that this report, the Asset Register report (Minute Number 82) and the end of year accounts for 2018/19 would be used to jointly inform decision making on the setting of Harbour Dues for 2020.

As part of the discussion, items raised included:

- The importance of engaging with visitors to ensure the suitability of the River's 'visitor offer' and to reach out to potential visitors with attractive marketing. This could help to generate external income for the service. That said, the statutory duty of the Harbour Authority in ensuring navigational safety was always the priority.
- The potential to review the charging structure for moorings to ensure that more moorings were let out and to produce additional income. The options here included:
 - Introducing an increased charge for in-demand moorings to generate more income.
 - Introducing a decreased charge for less used moorings (those for vessels under 9m in length) to encourage usage.
 - Continuing to advertise moorings widely across Hampshire and beyond.
- The option to review the Harbour Authority's contractual arrangements was due for renewal. Members felt that aspects of the contract could be reviewed as part of these discussions.
- The Board noted that raising Harbour Dues should not be considered as the sole option and that it would be worthwhile exploring other avenues (including reviewing the discount offered to commercial operators) whilst maintaining the statutory service that is required

The discussion also focused upon the potential to develop a programme of future opportunities and whether it would be appropriate to support this with a further increase in Harbour Dues. Members were supportive of possible involvement with other projects, although felt that this did not necessarily need to result in a Harbour Dues increase and that other options could be explored.

RESOLVED:

- i. 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.
- ii. 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. Furthermore, that the Board notes that consideration also be given to:

- The charging model for commercial operators on the River.
- The balance of charging for smaller /larger moorings and whether this could be re-structured to better suit demand.
- The opportunity to explore income from contractual arrangements.

iii. That the Harbour Board considers whether a programme of future opportunities should be pursued, not necessarily with a resulting further increase to Harbour Dues.

84. **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.

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Agenda Item 6

AT A MEETING of the River Hamble Harbour Management Committee of
HAMPSHIRE COUNTY COUNCIL held at Warsash Sailing Club on Friday, 7th
June, 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
p. Councillor Pal Hayre
p. Councillor Rupert Kyrle

p. Councillor Stephen Philpott
p. Councillor Lance Quantrill
p. Councillor Bruce Tennent

Co-opted members

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

77. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mark Cooper and Tonia Craig.
Councillor Bruce Tennent was in attendance as the substitute member.

78. 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.

79. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 15 March 2019 were agreed as a correct record and signed by the Chairman.

80. **DEPUTATIONS**

There were no deputations.

81. **CHAIRMAN'S ANNOUNCEMENTS**

There were no announcements.

82. **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 the incidents of theft which had recently occurred from moored boats between Swanwick and Crableck and that the Harbour Authority was liaising with Hampshire Constabulary and encouraging any such incidents to be reported.

RESOLVED:

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

83. **ENVIRONMENTAL UPDATE**

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

Members noted that Economy, Transport and Environment (ETE) had prepared a draft response to the Government consultation on the Draft National Flood and Coastal Erosion Risk Management Strategy which had launched on 9 May 2019 and that the Harbour Authority was liaising with ETE officers to provide any relevant input.

RESOLVED:

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

84. **HARBOUR WORKS CONSENT APPLICATION – INSTALLATION OF A HOIST DOCK PONTOON AT UNIVERSAL MARINA**

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

RESOLVED:

That the River Hamble Harbour Management Committee recommends to the River Hamble Harbour Board to approve Harbour Works Consent for the

proposal set out in paragraph 4 of this report and subject to the following conditions:

- a) The proposal is to be built in accordance with the details, plans and method set out in paragraph 5.
- b) The applicant should ensure that only coatings and treatments that are suitable for use in the marine environment are used in accordance with best environmental practice. All reasonable precautions will be undertaken to ensure no pollutants enter the waterbody.
- c) The applicant should ensure that all equipment, temporary structures, waste and/or debris associated with the licensed activities is removed upon completion of the licensed activities.
- d) The development must be completed within 3 years from the date of the approval granted by the Harbour Board.

85. RIVER HAMBLE FINAL ACCOUNTS 2018/19

The Committee considered the report of the Directors of Corporate Services – Corporate Resources and Culture, Communities and Business Services outlining the final accounts for 2018/19.

Members of the Committee were grateful to the officers for presenting a comprehensive finance report. In response to Members' questions, it was heard that:

- Under section 25 of the report, the increased expenditure figure since the position reported to the Committee at the December meeting was largely due to the payment to the Crown Estate for turnover rent covering the last three financial years, but this should not be repeated going forward.
- Staffing costs were the most significant area of expenditure but that it was important to ensure appropriate levels of staffing to enable the duties of the Harbour Authority in maintaining navigational safety to be carried out effectively.
- It was anticipated, due to changes in staffing circumstances, that the higher than average levels of overtime logged for 2018/19 was not a trend that would continue for future years.

The Committee discussed the potential to enhance the existing marketing campaign for the River to encourage more visitors and generate more revenue from visitor income. It was noted, as part of the discussion, that increased visitor numbers may also require additional Harbour facilities to be developed with significant capital outlay and ongoing maintenance costs.

RESOLVED:

- a) That this report, the statutory accounts and management accounts be noted by the River Hamble Harbour Management Committee and submitted to the River Hamble Harbour Board for approval.
- b) That the Committee notes the level of the General Reserve as at 31 March 2019 of £16,170, and that the balance remains below the level of no more than 10% of the gross revenue budget, as set out in the reserves policy.

- c) That the Committee notes that without any changes to the budget for 2019/20, the expectation is that the General Reserve will reduce to £2,170 at the end of 2019/20.
- d) That the Committee notes the potential pressures on the 2019/20 budget based on the final position for the 2018/19 financial year.

86. REVIEW OF HARBOUR DUES

The Committee considered the report of the Director of Culture, Communities and Business Services in setting the annual rate of Harbour Dues.

In making their recommendation, the Committee reviewed the historical pattern for setting Harbour Dues over the previous 10 years and noted that the current level of Harbour Dues was 7% lower than in 2009.

Members heard that the demand for moorings on the River continued to be extremely high.

RESOLVED:

That the River Hamble Harbour Management Committee recommends to the River Hamble Harbour Board the approval of an increase in Harbour Dues of 5% for 2019.

87. PROCEEDINGS OF THE ANNUAL FORUM

The Committee considered the report of the Director of Culture, Communities and Business Services detailing the proceedings of the Annual Forum.

RESOLVED:

That the River Hamble Harbour Management Committee notes the report.

88. 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.

HAMPSHIRE COUNTY COUNCIL

Report

Committee:	River Hamble Harbour Board
Date:	12 July 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

Purpose of this Report

1. The purpose of this report is to record formally RHHA Patrol Operations and inform the Duty Holder of significant events and trends having a bearing on the Marine Safety Management System.

Recommendation

2. It is recommended that the River Hamble Harbour Board supports the contents of this report.

Executive Summary

3. This report summarises the incidents and events which have taken place in the Harbour and addresses any issues currently under consideration by the Harbour Master.

Contextual Information

Patrols

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

Incidents and Events

5. Graphical indication of trends will be presented at the next round of meetings to take account of the Summer season's events.
6. 03 Apr. Patrol conducted mooring and pontoon checks. Planned patrol boat maintenance.
7. 04 Apr. Patrol conducted mooring and pontoon checks. Strong winds. Patrol assisted a yacht with propulsion failure to the mid-stream Visitors' Pontoon for defect investigation. Assisted a motor vessel having difficulties in berthing. Recovered two crew stranded (owing to weather and sea-state) on the mid-stream Visitors' Pontoon to Warsash. Re-positioned a number of displaced fenders and re-secured a number of loose mooring lines on midstream-moored yachts.
8. 05 Apr. Patrol conducted mooring and pontoon checks. Further strong winds. Searched for a large log reported floating near Mercury Marina. Not located. Tide gauge maintenance work.
9. 06 Apr. Patrol conducted mooring and pontoon checks. Responded to a complaint from a River User at Hamble slipway regarding inconsiderate parking preventing the recovery of vessels. Vehicle owner compliant. Intervention to prevent a young person diving from the Hamble Link Span, despite signage.
10. 07 Apr. Patrol conducted mooring and pontoon checks. Recovered a large branch from the River, suspected to be that reported at 5.4., upstream from Mercury Marina. Responded to a call from Hamble Lifeboat regarding a member of the public trapped in the mud upstream from the RHCP Jetty. Both Hamble Lifeboat and Patrol attended. Patrol landed Lifeboat team and recovery equipment in shallow water. Hampshire ambulance and HMCG mud rescue teams also in attendance. Casualty, a local lady had been litter picking and was evacuated to Southampton General having suffered a broken leg. Patrol then gave assistance to a yacht with propulsion failure pending arrival of Sea Start.
11. 08 Apr. Patrol conducted mooring and pontoon checks. HM, DHM and a number of Patrol Officers attended a Police intelligence and operational briefing at Netley Police Headquarters.
12. 09 Apr. Patrol conducted mooring and pontoon checks. Patrol responded to a call from a yacht with propulsion failure at the mouth of the River. Vessel escorted to HM Jetty Warsash for defect investigation. Attended a property near the Bark Store to investigate a report of an overhanging tree.

13. 10 Apr. Patrol conducted mooring and pontoon checks. New Seasonal Patrol Officer – Roslyn Cameron – joins. Replaced mooring lines at the request of a Crown Estate Mooring Holder. Liaison with visiting yachts regarding berthing training. Re-positioned a number of yachts on the mid-stream Visitors' Pontoon.
14. 11 Apr. Patrol conducted mooring and pontoon checks. Liaison with a number of marinas and boatyards. Re-secured a yacht on the 'M' run. Liaison with the Crown Estate Mooring Contractor. Patrol returned a yacht from the mid-stream Visitors' Pontoon to her proper mooring following planned maintenance.
15. 12 Apr. Patrol conducted mooring and pontoon checks. Patrol conducted a commercial tow of a yacht to her mooring post maintenance. Repositioning of yachts on the 'HP' run for maintenance. Took delivery of new tide gauges.
16. 13 Apr. Patrol conducted mooring and pontoon checks. Pontoon maintenance. Office refurbishment. Commercial tow of a yacht from the 'G' run to the 'Z' run. Fine weather, heavy traffic.
17. 14 Apr. Patrol conducted mooring and pontoon checks. Patrol stood by a RIB with intermittent propulsion difficulties back to her proper mooring. Stood by a yacht with a fouled propellor at the mid-stream Visitors' Pontoon.
18. 15 Apr. Patrol conducted mooring and pontoon checks. Office refurbishment work.
19. 16 Apr. Patrol conducted mooring and pontoon checks. Office refurbishment work. Responded to a call from a motor vessel with intermittent propulsion problems in the mouth of the River and escorted her to her berth at a Marina. Pumped out an inundated tender at the Warsash Link Pontoon. Light Audit liaison with a River boatyard.
20. 17 Apr. Patrol conducted mooring and pontoon checks. Gave assistance to the skipper of a mid-stream moored yacht regarding the rigging of pile lines. Inspected a pontoon reported as having snagged pile rings. Observed a male acting suspiciously on the Warsash HM Jetty. Surveillance conducted and individual reported to the Police.
21. 18 Apr. Patrol conducted mooring and pontoon checks. Yacht coding work. Liaison with a River Marina. Gave commercial assistance to a local boatyard in moving a vessel. Liaison with HMCG which had taken a report of a vessel near a fuelling berth with propulsion failure. Patrol attended

- and assisted a catamaran with a fouled propellor. Attended Hamble Jetty and dispersed a small group of young swimmers. Warsash slipway clearance work.
22. 19 Apr. Patrol conducted mooring and pontoon checks. Signage work at Warsash Slipway. Gave assistance to Hamble Lifeboat in recovery at Warsash of two individuals and treatment by Hampshire Ambulance. They had been swimming from a chartered yacht in the Solent and overcome by the tide. Both were suffering from cold-water shock.
 23. 20 Apr. Patrol conducted mooring and pontoon checks. Routine liaison with Hamble Lifeboat. Attended RHCP jetty and administered verbal warning to a PWC skipper for speeding. Gave assistance to four vessels: battery charging; engine overheating (tow to a marina for defect rectification) and in respect of a failed pile iron on a mid-stream mooring. Easterly cardinal (No 2) reported as intermittent. NTRU issued.
 24. 21 Apr. Patrol conducted mooring and pontoon checks. Stood by a small motor vessel with propulsion problems while returning to her proper mooring. Assisted a yacht with propulsion failure to her proper mooring.
 25. 22 Apr. Patrol conducted mooring and pontoon checks. Routine liaison with Hamble Life Boat. Gave assistance to a commercial craft with engine failure. During patrol to the Upper River, stopped and warned a number of small craft creating excessive wake. Assisted a paddleboarder across the main channel in heavy traffic. Responded to a call from Hampshire Police to render assistance in resolving anti-social behaviour North of the M27 motorway bridge. Around 50 youths had congregated in a field and were swimming across the channel to climb on craft moored at a local boatyard. On arrival, facilitated Police engagement with this group. Gave assistance to the owner of a kayak which had lost its bung and was taking on water. Towed a vessel with propulsion failure from Lands End to a boatyard for defect rectification. Patrol recovered a large branch from the Main Channel off Bursledon.
 26. 23 Apr. Patrol conducted mooring and pontoon checks. Liaison with a boatyard regarding maintenance of Aids to Navigation. While passing Hamble Jetty, intervened to disperse six male youths climbing on the moored Pink Ferry. Verbal abuse of Patrol team followed. Enthusiasm of the group diminished with the arrival of a sharp rain shower. Later reported to the Police in order to build any case for future plan of action. Liaison with Hampshire Constabulary regarding a missing person living in Warsash.

27. 24 Apr. Patrol conducted mooring and pontoon checks. Further liaison with Hampshire Police regarding the missing person at 5.21. Replaced pile lines on a mid-stream moored yacht.
28. 25 Apr. Patrol conducted mooring and pontoon checks. Attended a mid-stream mooring to move cleats. Boat coding and licence work. Stood by a yacht under sail with engine failure as she returned to her proper mooring. Liaison with HMCG following a report of a small yacht aground on Hook Spit. Patrol attended and located the yacht with one person on board. Skipper was not local and had made a navigational error at his own admission. He was content to wait for the rising tide and re-floated safely.
29. 26 Apr. Patrol conducted mooring and pontoon checks. Routine liaison with a River Marina. Gave assistance to a visiting yacht at Hamble Jetty. Liaison with HMCG regarding an inexperienced sailor leaving the River bound for Chichester. Increase in wind strength throughout the day. Commissioning of new sonar scanner in CROWN. Re-secured a flogging sail in a mid-stream moored yacht. Owner informed.
30. 27 Apr. Patrol conducted mooring and pontoon checks. Storm Hannah. Responded to a number of calls reporting a small, unmanned motor vessel aground South of the M27 Motorway bridge. Ebb tide had left the vessel firmly aground. Boat coding work. Liaison with a River boatyard reporting that 3 vessels had possibly been deliberately released from their moorings, including the grounded vessel. Two vessels recovered with no reported damage. The boatyard also recovered the grounded motor vessel at High Water. HMCG and Hamble Life Boat informed. No evidence of malicious activity. Boatyard checked its other moored vessels to ensure that they were secure. Checked mooring lines on a large yacht secured to the mid-stream Visitors' Pontoon. Intercepted a PWC off the River Hamble Country Park Jetty and administered a warning for speeding and wash. PWC rider was receptive and recognised that his ignorance of the Bye Laws was no defence.
31. 28 Apr. Patrol conducted mooring and pontoon checks. Extended checks following high winds. Routine liaison with Hamble Life Boat. Further anti-social behaviour at Hamble involving youths. Verbal abuse of the Life Boat crew and throwing of water-filled balloons both at the crew and members of the public. Police engaged. Office refurbishment.
32. 29 Apr. Patrol conducted mooring and pontoon checks. Towed a large yacht from the Visitors' Pontoon to her proper mooring following pile-iron maintenance work. Pontoon maintenance work on 'HP' pontoon (cleat replacement). HM support to British Marine and Health and Safety Executive.

33. 30 Apr. Patrol conducted mooring and pontoon checks. Re-secured a loose mooring line on a vessel on the 'I' run. Routine light audit completed.
34. 01 May. Patrol conducted mooring and pontoon checks. Responded to a report of damage to a mid-stream moored yacht on the 'H' run. On arrival, a hit-and-run incident had taken place with immediately apparent damage to the toe rail of the moored yacht. Incident recorded, photographs of damage taken and owner informed. Boat coding work.
35. 02 May. Patrol conducted mooring and pontoon checks. Assistance given to a local yacht with steering difficulties off Warsash. New electronic pontoon inspection app tested.
36. 03 May. Patrol conducted mooring and pontoon checks. Visit to Port Hamble at MDL invitation to inspect a new boat cleaning water filtration system. Routine other boatyard liaison. Assistance given to a French visiting yacht at Swanwick.
37. 04 May. Patrol conducted mooring and pontoon checks. Liaison with HMCG regarding a person overboard in the Solent. Casualty recovered and being brought to Warsash Jetty for treatment by Hampshire Ambulance Service.
38. 05 May. Patrol conducted mooring and pontoon checks. Routine Marina liaison visit. HM support to BBC Radio Solent magazine programme 'Clued Up'. Responded to a call from a Marina regarding flotsam in the vicinity of the A27 Bridge.
39. 06 May. Patrol conducted mooring and pontoon checks. Recovered a pontoon float adrift in the River. Patrol gave assistance to a yacht reporting propulsion failure in the mouth of the River. Vessel towed to Warsash HM Jetty for defect rectification. Patrol escorted a large tow out of the River.
40. 07 May. Patrol conducted mooring and pontoon checks. Liaison with HMCG regarding a report from a member of the public stuck in the mud on a rising tide South of Warsash College Jetty. First responder including HMCG mud rescue team in attendance. Single male recovered. Liaison with a River boatyard reporting a missing tender. Patrol gave assistance to a small motor vessel with propulsion failure alongside the mid-stream Visitors' Pontoon. Skipper had run out of fuel and had a small child on board with no buoyancy aids and no kill-cord. Skipper taken aside and given a comprehensive safety briefing.

41. 08 May. Patrol conducted mooring and pontoon checks. Patrol responded to a call from a visiting sail-training yacht, practising approaches to the mid-stream Visitors' Pontoon. A crew member had twisted her knee while line handling and required medical attention. Patrol recovered the individual to the Harbour Office, administered first aid and arranged for her to be collected by a relative for further medical attention at Southampton Hospital. Subsequent confirmation of soft tissue injury and thanks from the casualty. Patrol recovered a large branch from the River near Mercury Bend.
42. 09 May. Patrol conducted mooring and pontoon checks. Liaison with HMCG. Office refurbishment work.
43. 10 May. Patrol conducted mooring and pontoon checks. Office refurbishment work. Inspected and took photographs of rocky material on the foreshore South East of Swanwick slipway in response to a complaint from a River User.
44. 11 May. Patrol conducted mooring and pontoon checks. Enforced Bye Law 16 (Prohibited Anchorage). Patrol gave a verbal warning to a RIB creating excessive wash.
45. 12 May. Patrol conducted mooring and pontoon checks. Patrol conducted a commercial tow of a yacht from her proper mooring to the Harbour Master's Jetty at Warsash. Routine liaison with Hamble Life Boat. Advised a small motor boat about her excessive wash.
46. 13 May. Patrol conducted mooring and pontoon checks. Assisted a new owner of a yacht to the Fuel Berth at Port Hamble. Routine liaison with three Boatyards. Responded to a call from a Boatyard at Bursledon regarding alleged theft. Recovered and returned a dropped fender for a mid-stream moored yacht.
47. 14 May. Patrol conducted mooring and pontoon checks. Recovered a tender abandoned off Bunny Meadows. Assisted a tender under oars, struggling in the wind, to a sailing club. Scrubbing pile maintenance Warsash.
48. 15 May. Patrol conducted mooring and pontoon checks. Moved on a number of visiting yachts on private mid-stream moorings. Advised two PWCs on the need to control wash. Recovered an abandoned tender near the 'G' run. Assisted a 70' yacht alongside on the mid-stream Visitors' Pontoon. Patrol recovered a further abandoned tender to Warsash from Swanwick. Gave assistance to a yacht entering the River experiencing propulsion failure.

49. 16 May. Patrol conducted mooring and pontoon checks. Commercial tow of a yacht with propulsion failure from 'G' run to Harbour Master's Pontoon Warsash. Took telephone reports from members of the public regarding speeding PWC. Patrol witnessed these PWC departing the River at around 20kt. Both returned 20 minutes later and were apprehended and given a written warning. Riders were from outside the River and contrite. Written warning to be held for 5 years.
50. 17 May. Patrol conducted mooring and pontoon checks. Patrol recovered an abandoned tender to Warsash. Routine liaison with Hamble Life Boat and Hampshire Marine Police Unit.
51. 18 May. Patrol conducted mooring and pontoon checks. Stood by a yacht with steering defect adjacent to a marina. Support given to the annual Hamble River Raid. Responded to a call from a visiting yacht, broken down and temporarily moored on a private mooring on the 'L' run.
52. 19 May. Patrol conducted mooring and pontoon checks. Routine patrol boat maintenance. Routine jetty maintenance.
53. 20 May. Patrol conducted mooring and pontoon checks. Routine liaison with Hamble Life Boat.
54. 21 May. Patrol conducted mooring and pontoon checks. Patrol retrieved a large log from the River near the Grace Dieu wreck. Patrol conducted commercial tow of two yachts from their proper moorings to the mid-stream Visitors' Pontoon. Collected new tide gauge brackets from manufacturers for fitting. Crableck tide gauge fitted.
55. 22 May. Patrol conducted mooring and pontoon checks. Assisted a walker in the recovery of her dog from the mud near the River Hamble Country Park Jetty. Recovered a branch from the River adjacent to the 'J' run. Made up mooring lines (commercial income).
56. 23 May. Patrol conducted mooring and pontoon checks. Replaced shackles on a mid-stream mooring for an owner (commercial). Attended a yacht which had anchored in the lower River following a propulsion failure. Towed to Hamble pontoon for defect rectification. Recovered a large bough from the River off Lincegrove Marsh. Assisted MV MEDUSA alongside Warsash Harbour Master's pontoon.
57. 24 May. Patrol conducted mooring and pontoon checks. Routine liaison with Hampshire Marine Police Unit. Liaison with a mid-stream mooring holder regarding possible theft of timber from his vessel. Routine patrol boat maintenance. Liaison with HM Coast Guard regarding a vessel with

- propulsion failure under tow into the River. Towed the vessel to her resident marina for defect rectification.
58. 25 May. Patrol conducted mooring and pontoon checks. Slipway clearance. Recovered a small buoy/float from the River. Patrol towed a small RIB (4 persons on board) with propulsion failure back to her home marina. Escorted a yacht, unable to start her engine, to her proper mooring. Patrol intercepted a small motor boat, speeding. Vessel was from outside the River and, when warned of the speed limit, displayed contrition. Patrol assisted a small motor boat aground off Crableck in recovery to deep water.
 59. 26 May. Patrol conducted mooring and pontoon checks. Patrol intercepted two speeding motor boats, based outside the River, near Crableck. Both skippers advised of the speed limit and compliant. Patrol evicted a visiting motorboat from a private mid-stream mooring.
 60. 27 May. Patrol conducted mooring and pontoon checks. Patrol assisted a motor vessel which had run out of fuel near the mouth of the River. Towed the vessel in question to Warsash Harbour Master's pontoon. Commercial tow. Patrol removed two private fishermen from the centre of the Main Channel off Warsash. Patrol stood by a returning yacht under sail with engine failure as she returned to her marina berth which she achieved without further assistance.
 61. 28 May. Patrol conducted mooring and pontoon checks. Routine patrol boat maintenance. Patrol witnessed a near miss between a rowing boat and a large motor cruiser in the Main Channel. Avoiding action was taken by both craft in accordance with Rule 8 IRPCS. Both craft debriefed by Patrol and no further action taken. The matter will be subject to discussion at the next Quarterly Operational and Safety Meeting. Commercial exchange of pile lines on a mooring on the 'L' run.
 62. 29 May. Patrol conducted mooring and pontoon checks. Routine patrol boat maintenance. Inspection by Patrol and the Environment Officer of an overhanging tree near Botley.
 63. 30 May. Patrol conducted mooring and pontoon checks. Patrol recovered a Warsash tender (W7) from the bank adjacent to the Chinese Bridge. Owner contacted. Routine marina liaison. Liaison with the Crown Estate mooring contractor. Patrol gave assistance to a yacht foul on a picking-up line.
 64. 31 May. Patrol conducted mooring and pontoon checks. Patrol responded to a report of a collision of a dinghy underway and a yacht approaching a berth on the 'B' run. Both skippers had failed to take appropriate action in

good time. The dinghy had sailed under the bow of the yacht, causing the former's rigging to become entangled in the yacht's anchor and pulpit. There were no injuries or damage and the two were quickly disentangled. Both skippers at fault and neither showed an understanding of the relative responsibilities between vessels when approaching one another so as to involve a risk of collision. Both de-briefed accordingly, in particular the dinghy crew from a local sailing club. This crew demonstrated some hubris and showed little understanding of the Rules. This requires a reminder to Commodores of sailing clubs of the need for a better understanding and will be addressed at the next operational and safety meeting.

65. 01 Jun. Patrol conducted mooring and pontoon checks. Patrol responded to a report of theft on at least six yachts on the 'L' run. Police and affected owners informed and assisted the Police in their investigations. Liaison with and briefing of adjacent mooring holders and marina. Items, including a Life Raft and tender were later recovered ashore. This investigation is ongoing. Harbour Master's Charity Pursuit Race. Supported by the River Hamble Combined Clubs. £390 raised for Parkinson's UK. Patrol responded to a report from a marina of a speeding PWC and apprehended a vessel matching the description. Pilot re-briefed.
66. 02 Jun. Patrol conducted mooring and pontoon checks. Returned two tenders, previously recovered, to their proper ships. Recovered a large branch from the River adjacent to the River Hamble Country Park Jetty. Re-briefed the skipper of a RIB behaving irresponsibly. Further work to support the Police regarding thefts. Re-briefed the skipper of a RIB regarding excessive wash and speed – contrite.
67. 03 Jun. Patrol conducted mooring and pontoon checks. Patrol to the River Hamble Country Park Jetty and observed that RHHA new signage had been forcibly removed. Sign recovered and returned to the office pending re-establishment. Liaison with Southampton Harbour Master whose patrol boat was entering the River with a broken-down vessel under tow. Towed the latter to Warsash Harbour Master's Jetty for defect rectification. Further support to the Police regarding thefts. Responded to a call from a marina reporting a possible dragged mooring. On arrival, nothing witnessed. Sighted suspicious activity with known individuals involvement. Reported.
68. 04 Jun. Patrol conducted mooring and pontoon checks. Tide gauge maintenance. Patrol recovered a steel trailer from Lands End Hard to Warsash.

Support to British Marine and the Health and Safety Executive

69. At the request of British Marine (BM), the Harbour Master provided practical support and advice on 29 April to BM and officials from the Health and Safety Executive (HSE).
70. Members will be aware that BM is the trade association for the UK leisure, superyacht and small commercial marine industry. Inter alia, BM provides industry-specific guidance on Health and Safety on a variety of matters. Together with the HSE, it is developing a new Code of Practice for Marinas and Boatyards to assist in ensuring compliance with the Act.
71. The River Hamble Harbour Authority was asked to support a day in the field and give HSE Officials unfamiliar with the maritime domain a fuller understanding of the complexities of the marine environment from an afloat perspective, in particular with regard to accident and incident reporting and responsibility. The Hamble is the largest recreational sailing base in the country and therefore in a good position to contribute. It was BM's choice with our agreement.
72. By their own admission, HSE officials were not familiar in detail with the recent Memorandum of Understanding and supporting Operational Working Agreement involving it and two other Government Agencies, the Marine Accident Investigation Branch (MAIB) and Maritime and Coastguard Agency (MCA), which have particular and separate yet complementary requirements. Officials were also unfamiliar with the MCA's Port Marine Safety Code for all Harbour Authorities or our statutory responsibilities for compliance with various maritime instruments (for example, the Merchant Shipping (Accident and Reporting) Act 2012). Our role was to ensure that the requirements of these instructions were highlighted and points of contact at the relevant organisations given so as to avoid the potential for any misunderstanding in the development of this subordinate but helpful Code.
73. Whereas there is some crossover in reporting requirements (for example Hand Arm Vibration/working at height) and some specific areas (such as Diving Operations At Work) where the HSE will lead, other marine incidents will not necessarily involve them.
74. Our time and involvement was appreciated and it is likely that we will be invited to comment during the formal consultation.

BBC Radio Solent – RHHA Involvement

75. The RHHA was invited on Sunday 5 May to participate in BBC Radio Solent's Sunday morning item 'Clued Up', hosted by Pat Sissons.
76. Clued Up is a feature within the morning's run of programmes which takes as its theme popular places within the Solent Radio footprint. Listeners are invited to suggest significant local locations and come up with clues to suggest what and where they are. A road team then deploys and meets the listener at that location for a light chat about the place. The HM, along with a local lady (who had proposed our Harbour Office building as such a recognisable location) met up with the team during which there was an opportunity to talk about the River, its meaning to River Users, history and some of the local characters. While a BBC Sounds account (relatively straightforward to engineer) will be necessary, it can be heard at the following link <https://www.bbc.co.uk/sounds/play/p0779wy1>.
77. Given that the use of the Harbour Office was 'secret', we were not allowed to disclose our involvement beforehand (except to gain HCC approval for engagement). We are at approximately the two-hour marker and our involvement is around 5 minutes.

**REQUIRED CORPORATE AND 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.)

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EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

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

2. Equalities Impact Assessment:

An EIA is not required as no negative impacts are anticipated.

HAMPSHIRE COUNTY COUNCIL

Report

Committee:	River Hamble Harbour Board
Date:	12 July 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

Purpose of this Report

1. The purpose of this report is to summarise activities relating to the River Hamble Harbour Authority's (RHHA) environmental management of the Hamble Estuary between March and mid-May 2019.

Recommendation

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

Updates

Oil Spill Preparedness & Response

3. In accordance with the RHHA Oil Spill Contingency Plan produced to comply with the Merchant Shipping (Oil Pollution Preparedness, Response Cooperation Convention) Regulations 1998, the Environment & Development Manager (EDM), Harbour Master (HM) and Deputy HM undertook their required 3-yearly refresher of the MCA Level 4P oil spill management training course to ensure RHHA's preparedness for command and control of a medium to large scale oil spill. Also required is the planning and delivery of a practical incident management exercise every 3 years. This is being planned with RHHA's contractor to take place on 1 October 2019.

M27 Motorway Bridge Crossing

4. On the 19th March the EDM and HM held a meeting with representatives from Highways England (HE) and its partners Keir and BMJV to discuss collaborative efforts to secure an engineering solution to the risk posed to the

estuary by the direct run-off of drainage from the M27 bridge. All parties agreed that the Smart Motorway initiative represents a key opportunity to address now not only the risk of a high-profile, large spill from a motorway incident entering the River with catastrophic results but also the uncontrolled and long-term daily direct run-off of pollutants. Following the meeting, RHHA wrote to HE and received further confirmation by reply that HE is continuing to develop an engineering solution and funding opportunities.

Water Quality

5. The EDM was invited to view the newly installed Filtabund filtration system at Marina Developments Limited's (MDL) Mercury Yacht Harbour. This is thought to be the first of its type to be installed in the Solent Region, with more planned for other MDL sites. The filtration system collects all water and associated solids produced during the washdown of a vessel. The waste water is pumped through an automated 7-stage filtration system that removes solids (including paint particulates and non-native species), fine sediments, hydrocarbons, dissolved copper and zinc. Whilst other sites in the river have systems that remove solids, sediment and oils, albeit to a lesser degree, this system further enables additional pollutants to be removed, thus resulting in significantly cleaner water being drained back into the estuary.

Enhancement Projects

6. The EDM & HM attended the Solent Forum members meeting to receive updates on the emerging issues and projects. Of particular note was the MARINEFF Project (an EU funded multi-partner project) to enhance and protect coastal ecosystems through research into innovations that will integrate habitats for marine organisms directly into marine infrastructures. The EDM is in liaison with the project team regarding use of the Hamble for potential trial sites.

Designated Nature Conservation Sites

7. As part of RHHA's responsibilities associated with having jurisdiction within protected sites, the EDM attended the biannual Natural Environment Group to track actions and receive updates on issues relevant to RHHA. An update was provided that it will become mandatory for any developments that fall under the Town & Country Planning Act (except permitted development) to have a biodiversity net gain of a minimum of +10%, and will include intertidal areas. To date a minimum of 'no net loss' has been acceptable. This will be mandated in the pending Environment Bill. Whilst this will be implemented by Local Authorities through the Town & Country Planning Act, RHHA must remain mindful of this requirement when advising applicants or considering its own developments within the estuary. Minutes and presentation available at http://www.solentems.org.uk/natural_environment_group/NEG_Meetings/

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

2. Equalities Impact Assessment:

An EIA is not required as no negative impacts are anticipated.

HAMPSHIRE COUNTY COUNCIL

Report

Committee:	River Hamble Harbour Board
Date:	12 July 2019
Title:	Harbour Works Consent Application – Installation of a Hoist Dock Pontoon at Universal Marina
Report From:	Director of Culture, Communities and Business Services

Contact name: Jason Scott or Alison Fowler

Tel: 01489 576387 Email: jason.scott@hants.gov.uk
alison.fowler@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to set out an application received by the River Hamble Harbour Authority for its consideration to grant Harbour Works Consent.

Recommendations

2. That the River Hamble Harbour Board approve Harbour Works Consent for the proposal set out in paragraph 4 of this report and subject to the following conditions:
 - a. The proposal is to be built in accordance with the details, plans and method set out in paragraph 5.
 - b. The applicant should ensure that only coatings and treatments that are suitable for use in the marine environment are used in accordance with best environmental practice. All reasonable precautions will be undertaken to ensure no pollutants enter the waterbody.
 - c. The applicant should ensure that all equipment, temporary structures, waste and/or debris associated with the licensed activities is removed upon completion of the licensed activities.
 - d. The development must be completed within 3 years from the date of the approval granted by the Harbour Board.

Executive Summary

3. This report seeks to:
 - set out an application for Harbour Works Consent made by John Willment Marine Limited (via its agent Lymington Technical Services) for the installation of a hoist dock pontoon at Universal Marina, Crableck Lane, Sarisbury Green, SO31 7ZN.
 - Consider the impacts of the proposal on safety and ease of navigation and on the environment of the Hamble Estuary, both during construction and once operational.

Project Description

4. The proposal is for the installation of a landing pontoon to improve vessel launching efficiency from the hoist dock.
5. The following documents have been provided by the applicant to support this application, and reference must be made to these for a full understanding of the proposal (see Appendix 1a & 1b):
 - Drawing No. 10584/44B dated Feb 2019.
 - Supporting Statement

Harbour Authority's Responsibilities

6. Consent may be granted by the River Hamble Harbour Board permitting harbour works in the River Hamble in accordance with Section 10 of the Southampton Harbour Act 1924 and Section 48 of the Southampton Harbour Act 1949 as amended by the River Hamble Harbour Revision Orders 1969 to 1989. Within the River Hamble Harbour Board's statutory duties lies the responsibility to ensure that all matters concerning navigational safety and responsibilities under the Habitat Regulations are addressed. This area of responsibility includes the proposed development.
7. Navigational safety issues are addressed through the Port Marine Safety Code and the Harbour's Safety Management System. Specific issues relevant to this particular application are covered within the Harbour Master's comments below.
8. The River Hamble is part of the Solent European Marine Site and is afforded protection due to its international nature conservation value. The RHHA is a Relevant Authority under the Conservation of Habitats and Species Regulations 2010 as amended, commonly known as the Habitats Regulations. As a Relevant Authority the Harbour Authority has a duty to comply with the requirements of the Habitats Regulations. This means that

the RHHA must ensure that, in the exercise of any of its powers or functions, it must have regard to both direct and indirect effects on interest features of the European Marine Site.

9. As a Section 28G Authority under the Wildlife and Countryside Act 1981 (as amended), the RHHA has a duty to take reasonable steps, consistent with the proper exercise of the Authority's functions, to further the conservation and enhancement of the flora, fauna or geological or physiographical features by reason of which the site is of special scientific interest.
10. Under the Natural Environment and Rural Communities Act 2006, all public bodies, which include the Harbour Authority as statutory undertakers, have a duty to have regard, so far as is consistent with the proper exercise of their functions, to the purpose of conserving biodiversity.
11. All public bodies such as RHHA are required to make all authorisation and enforcement decisions which are likely to affect the marine areas in accordance with the South Inshore and Offshore Marine Plan which was published in July 2018 by the Marine Management Organisation (MMO). The plan provides a policy framework to shape and inform decisions over how the marine environment is developed, protected and improved over the next 20 years.
12. The Harbour Authority addresses its responsibilities under the environmental regulations through consultation with Hampshire County Council, the Local Borough Councils, the Department for Environment, Food and Rural Affairs, Natural England and the Environment Agency. Additional consultation is undertaken with other organisations as relevant. Specific issues relevant to this particular application are covered within the sections below.

Consultation

13. Subsequent to receipt of the application for Harbour Works Consent the following actions were taken:
 - Project details and plans entered on the Harbour Authority's webpage for the online viewing of applications at <https://www.hants.gov.uk/thingstodo/riverhamble/workapplication>
 - The plans and details of the application were made available in the Harbour Office for inspection by members of the public.
 - Notification email sent to all members of the River Hamble Harbour Management Committee and the River Hamble Harbour Board of the proposed development.
 - Email sent to registered interested parties and to members of the Hamble Estuary Partnership informing them of the application and requesting any written comments by the deadline.
 - Direct liaison with the Natural England.

Responses to Consultation

14. Natural England's (NE) statutory response raised no objection to the proposed development. NE advised that it can be concluded that the application will not have a significant effect on any Special Area of Conservation, Special Protection Area or Ramsar site, either individually or in combination with other plans or projects. Also, that is not likely to damage the interest features for which the Site of Special Scientific Interest has been notified. NE recommended that environment best practice be adhered to and its suggested advice notes are included in the Recommendations (section 2).
15. One response was received as a result of the Harbour Authority's public consultation, from Curdrige Parish Council which resolved 'do not object'.
16. All the responses given which relate to the Harbour Authority's statutory and safety responsibilities have been taken into account in the preparation of this report.

Harbour Master's Comments

17. This section details the aspects of the application relevant to the consideration of Harbour Works Consent. These are the impacts of the proposal on safety and ease of navigation and on the environment, both during construction and once operational.
18. This proposal has obtained planning permission from Fareham Borough Council and is exempt from a Marine Licence from the Marine Management Organisation). Issues pertaining to their policies and regulations should be addressed with the appropriate organisation.
19. The proposed pontoon arrangement is intended to improve the efficiency of the Marina's launch and recovery facility and is situated within an enclosed area of waterspace to riverward of the existing hoist dock facility. It does not impinge on traffic in the adjacent area. There are therefore no concerns from the perspective of navigational safety.
20. The proposal lies just within the boundary of the Solent Maritime Special Area of Conservation (SAC) and the Solent and Dorset potential Special Protection Area (pSPA). It is sited 180 metres outside the boundary of the Solent & Southampton Water Special Protection Area (SPA), the Solent and Southampton Water Ramsar site, and both the Lee-on-the Solent to Itchen Estuary Site of Special Scientific Interest (SSSI) and Lincegrove and Hackett's SSSI.

21. No dredging of sub-tidal or inter-tidal habitat is required for this development, and the pontoon will remain afloat at all states of the tide. No piling operations are required to install the pontoon.
22. The ongoing activities resulting from the development (i.e. vessel movement and berthing) are consistent with those already associated with the site and surrounding areas of the Hamble.
23. Natural England's (NE) consultation response is summarised in Section 14, with no concerns raised with regard to the impacts on the designated nature conservation sites. NE is satisfied that RHHA may grant consent for the proposal,
24. If the River Hamble Harbour Board decides to grant permission for this application, it would be adhering to its responsibilities under environmental legislation.

Strategic Vision

25. Before reaching a decision regarding this application, it is important to consider it within the context of the Harbour Board's Strategic Vision. The non-statutory Strategic Vision 'seeks to meet the aspirations of all those users who have a stake in the future prosperity of the River Hamble, whether their interests are commercial, recreational or environmental' but should be read in its entirety before reaching any conclusions with regard to this specific application.

REQUIRED CORPORATE AND 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
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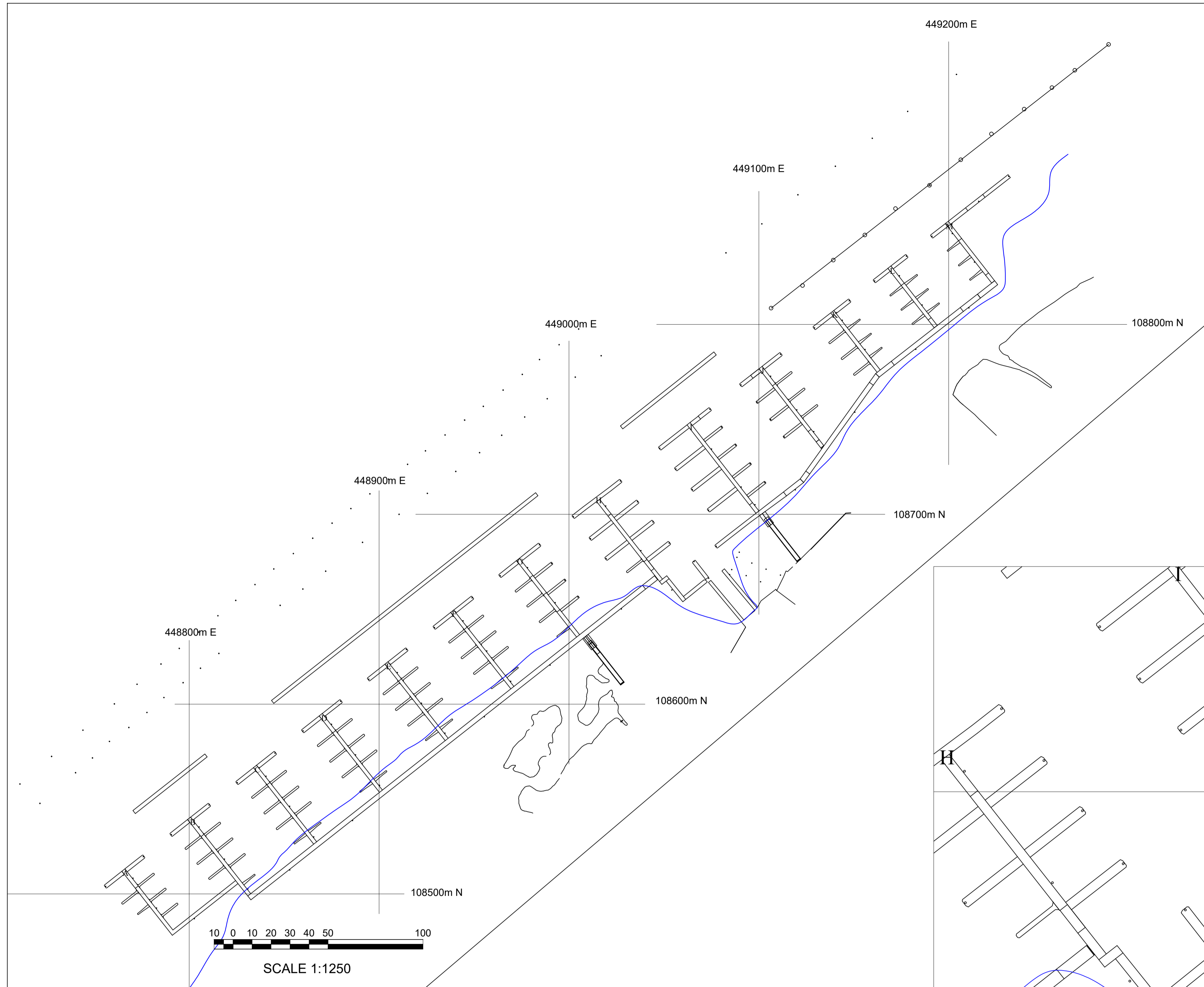
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2. Equalities Impact Assessment:

An EIA is not required as no negative impacts are anticipated.

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PROPOSED WORKS -

Install 12m pontoon from north end of hoist dock, connecting to existing pontoon.

The purpose is to assist launching of vessels (including dry stack) as existing layout is restrictive operationally.

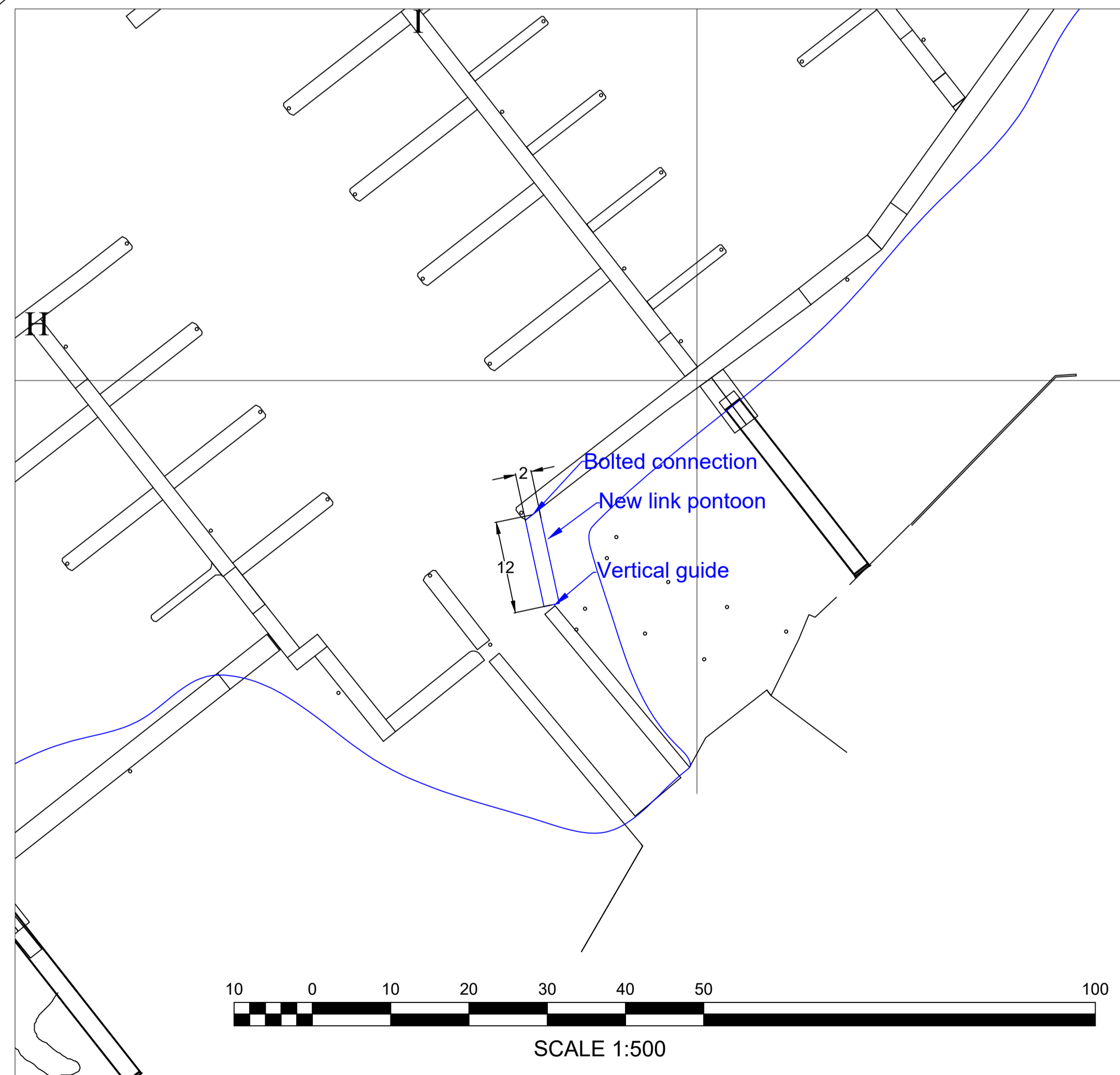
No piling is proposed and it is anticipated that MMO Exemption 25A will apply with Harbour Works Consent.

A support guide will be installed on the end of the hoist dock.

The pontoon will arrive by road and assembled in the boatyard. It will then be craned into position.

The use of marine plant is not envisaged.

Installation would be completed within 2 days.



NOTES

1. Grid shown is OSGB National Grid

Original LTS print only with Red Stamp

21:03:19	Rev A - MLW mark added
09:02:19	First Issue

Date	Issue
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LYMINGTON TECHNICAL SERVICES LTD

CLIENT
JOHN WILLMENT MARINE LTD

SITE
UNIVERSAL MARINA

TITLE
HOIST DOCK LANDING PONTOON

SCALE AS SHOWN @ A1

DRAWN <i>P.Tosswell</i>	DATE <i>Feb 2019</i>
----------------------------	-------------------------

DRG No 10584/44B

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John Willment Marine Ltd

Universal Marina - Hoist Dock Pontoon

Supporting Statement for Harbour Works Consent.
Includes Method Statement, WaFD & WFD Assessments

Compiled by Dr P Tosswell, Lymington Technical Services Ltd

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1. Background

Universal Marina offers dry stack berthing in addition to the more traditional marina berthing. Due to the rise in popularity of this method of boat storage there is a requirement for an additional berthing pontoon for the launched vessels to improve the customer accessibility.

2. Proposal

A 12m pontoon will be installed between the upstream end of the hoist dock and the existing pontoons. Details are shown on drawing 10584/44/A.

The pontoon will be bolted to the existing pontoons and connected to the hoist dock using a vertical guide.

There is no increase in berthing, actually a small reduction.

3. MMO Licence

This activity is an exempt operation under exemption 25A Pontoons. The pontoon is less than 30m² in plan.

In addition, the works must not have a negative impact on the environment. This is dealt with in this document by a WFD assessment.

4. Navigation

There is no impact on current navigation from this proposal.

5. Method Statement

The works will be undertaken by JWM Ltd staff.

The pontoon will arrive by road to the marina. The floats will then be attached, and the pontoon craned into the water. The vertical guide will be galvanised steel and bolted to the existing hoist structure.

Once located in position the pontoon will be bolted to the existing pontoons.

The works are expected to be completed within one day.

6. Waste Framework Directive

The works are located within a transitional/coastal water and therefore are not excluded under Article 2(3) WaFD.

No waste will be produced as part of these works.

7. Protected Areas

The site is within an existing area of high vessel activity. It is not within or near a MCZ (whether designated, proposed or recommended).

SAC – Solent Maritime (UK0030059). The primary reasons for designation of this site are Estuaries, Spartina swards and Atlantic salt meadows. There are no Spartina swards or Atlantic salt meadows within the works area so there will be no negative impact on these habitats. The boundary largely excludes the marinas in the river. The will have no measurable impact on the protected site.

pSPA – Solent and Dorset Coast. This proposed SPA is intended to protect the foraging areas utilised by the Sandwich Tern, Common Tern & Little Tern. The proposed boundaries in this area extend those of the Solent & Southampton Water SPA such that the application site is covered. This pSPA does not currently appear on the MAGIC website but is included here for completeness.

In construction terms the proposed works can only be conducted at high waters and are within existing areas of high activity. In operational terms there is no difference.

Nearby protected areas –

Local Nature Reserve (LNR) – Hackett’s Marsh (1009285). This area is located on the opposite side of the river to the works site. The existing main channel and associated tidal flows mean that the works area is physically separated from the LNR. The reserve is therefore unaffected by the proposed works.

Ramsar – Solent and Southampton Water (UK11063). This has a similar coverage to the LNR and there will be no impact from the proposed works on the protected area.

SSSI – Lincegrove & Hackett’s Marshes (1080733). This also overlays the LNR and similarly the proposed works will have no impact.

SPA – Solent & Southampton Water (UK9011061). This overlays the above sites and is similarly unaffected by the proposal.

Shellfish Waters – Approaches to Southampton Water (36). No possible impact.

Coastal Sensitive Areas – Eutrophic – Hamble Estuary (UKENCA123), nitrate sensitivity. The nature of the works is such that they can have no impact on the level of nitrates.

Best practice is being employed with the use of the most appropriate plant.

WFD Estuarine and Coastal Water Bodies Cycle 2 GB5207040202800 Southampton Water

WFD Habitats – higher sensitivity – saltmarsh (unaffected by the proposed works)

WFD Habitats – lower sensitivity – subtidal soft sediment (unaffected by the proposed works)

8. Background to Water Framework Directive Assessment

The purpose of a Water Framework Directive (WFD) assessment is to determine whether the proposed works will compromise the attainment of a WFD objective or result in the deterioration of the current ecological status of the relevant waterbodies.

The EA have released (Dec 2016) a new version of ‘Clearing the Waters for All’ and this version is followed here.

The process consists of 3 stages –

Stage 1 – The Screening Stage

This stage is used to identify activities which need to be considered further (i.e. excludes those which do not require further assessment). Activities conducted between 2009-2014 are excluded as they would have been covered by the River Basin Management Plan (RBMP) evidence collection process. This typically applies to maintenance activities including dredging.

Stage 2 – The Scoping Stage

This stage identifies the potential risks to the following receptors:

- Hydromorphology
- Biology – fish habitats
- Biology – fish
- Water quality
- Protected areas

Stage 3 – Impact Assessment

This stage examines whether the activity will have a significant non-temporary effect on each receptor.

9. WFD Assessment

The assessment uses the new (Dec 2016) online EA tables which are reproduced in the following pages.

In order to improve clarity, the water body data from Catchment Data Explorer is reproduced below.

The Catchment Data Explorer provides data updated 16:01:19.

SOUTHAMPTON WATER Overview

Download Water Body as [CSV](#) / [GeoJSON](#)

Overall classification for 2016
Moderate

Id	GB520704202800
Type	Transitional Water
Hydromorphological designation ⓘ	heavily modified
NGR ⓘ	SU4435507905
Surface area	3091.32 ha
Surface area	30.913 km2
Surveillance Water Body ⓘ	Yes

Classifications ⓘ

Cycle 2 classifications ⓘ

[Download as CSV](#)

Classification Item		2013	2014	2015	2016
▼	Overall Water Body	Moderate	Moderate	Moderate	Moderate
▼	Ecological	Moderate	Moderate	Moderate	Moderate
▼	Supporting elements (Surface Water)	Moderate	Moderate	Moderate	Moderate
	Mitigation Measures Assessment	<u>Moderate or less</u>	Moderate or less	Moderate or less	Moderate or less
▼	Biological quality elements	Poor	Moderate	Good	Good
	Angiosperms	Good	Good	Good	Good
	Fish	Poor	Moderate	Good	Good
	Invertebrates	Good	Good	Good	Good
	Macroalgae	Good	Good	Good	Good
	Phytoplankton	High	High	High	High
▼	Hydromorphological Supporting Elements	Supports Good	Supports Good	Supports Good	Supports Good
	Hydrological Regime	Supports Good	Supports Good	Supports Good	Supports Good
▼	Physico-chemical quality elements	Moderate	Moderate	Moderate	Moderate
	Dissolved Inorganic Nitrogen	<u>Moderate</u>	Moderate	Moderate	Moderate
	Dissolved oxygen	High	High	High	High

▼	Specific pollutants	High	High	High	High
	Triclosan	High	High	-	High
	2,4-dichlorophenol	High	High	High	High
	2,4-dichlorophenoxyacetic acid	High	High	High	High
	Arsenic	High	High	High	High
	Copper	High	High	High	High
	Diazinon	-	High	High	High
	Dimethoate	High	High	High	High
	Iron	High	High	High	High
	Linuron	High	High	High	High
	Mecoprop	High	High	High	High
	Permethrin	High	High	High	-
	Phenol	High	High	High	High
	Toluene	High	High	High	High
	Un-ionised ammonia	-	High	High	High
	Zinc	High	High	High	High
▼	Chemical	Fail	Fail	Fail	Fail
▼	Priority substances	Good	Good	Good	Good
	1,2-dichloroethane	Good	Good	Good	Good
	Atrazine	Good	Good	Good	Good
	Benzene	Good	Good	Good	Good

	Chlorpyrifos	-	-	-	Good
	Chlorfenvinphos	Good	Good	Good	Good
	Diuron	-	-	-	Good
	Fluoranthene	Good	Good	-	Good
	Isoproturon	-	-	-	Good
	Lead and Its Compounds	Good	Good	Good	Good
	Napthalene	Good	Good	Good	Good
	Nickel and Its Compounds	Good	Good	Good	Good
	Pentachlorophenol	Good	Good	Good	Good
	Simazine	Good	Good	Good	Good
	Trichloromethane	Good	Good	Good	Good
▼	Other Pollutants	Good	Good	Good	Good
	Aldrin, Dieldrin, Endrin & Isodrin	Good	Good	Good	-
	Carbon Tetrachloride	Good	Good	Good	Good
	DDT Total	-	-	-	Good
	para - para DDT	Good	Good	Good	Good
	Tetrachloroethylene	Good	Good	Good	Good
	Trichloroethylene	Good	Good	-	-

Priority hazardous substances	Fail	Fail	Fail	Fail
Anthracene	-	-	-	Good
Brominated diphenylether (BDPE) Calc	Fail	Fail	-	-
Benzo (b) and (k) fluoranthene	-	-	-	Good
Benzo (ghi) perylene and indeno (123-cd) pyrene	-	-	-	Good
Benzo(a)pyrene	Fail	Fail	-	Good
Cadmium and Its Compounds	Good	Good	Good	Good
Di(2-ethylhexyl)phthalate (Priority hazardous)	Good	Good	-	Good
Endosulfan	Good	Good	Good	-
Hexachlorobenzene	Good	Good	Good	Good
Hexachlorobutadiene	Good	Good	Good	Good
Hexachlorocyclohexane	Good	Good	Good	-
Mercury and Its Compounds	Good	Good	Good	Good
Nonylphenol	Good	Good	Good	Good
Tributyltin Compounds	Fail	Fail	Fail	Fail
Trifluralin (Priority hazardous)	Good	Good	Good	Good

Upstream water bodies

Name
Test (Lower)
Itchen
Monks Brook
Main River Hamble
Bartley Water
Langdown Stream
Tanner's Brook

Downstream water bodies

Name
Solent

Investigations into classification status ⁱ

[Download as CSV](#)

Classification Element	Cycle	Year	Status	Outcome
Fish	2	2013	Poor	
Tributyltin Compounds	2	2013	Fail	

Reasons for not achieving good status and reasons for deterioration ⁱ

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Reason Type [▲]	SWMI [▲]	Activity [▲]	Category [▲]	More [▲]	Classification Element [▲]
RNAG	Point source	Sewage discharge (continuous)	Water Industry	Details	Dissolved Inorganic Nitrogen
RNAG	Diffuse source	Poor nutrient management	Agriculture and rural land management	Details	Dissolved Inorganic Nitrogen
RNAG	Physical modification	Other (not in list, must add details in comments)	Local and Central Government	Details	Mitigation Measures Assessment
RNAG	Physical modification	Other (not in list, must add details in comments)	Local and Central Government	Details	Mitigation Measures Assessment
RNAG	Unknown (pending investigation)	Unknown (pending investigation)	Sector under investigation	Details	Brominated diphenylether (BDPE) Calc
RNAG	Point source	Sewage discharge (continuous)	Water Industry	Details	Tributyltin Compounds
RNAG	Point source	Trade/Industry discharge	Industry	Details	Tributyltin Compounds
RNAG	Diffuse source	Other (not in list, must add details in comments)	Navigation	Details	Tributyltin Compounds
RNAG	Diffuse source	Contaminated water body bed sediments	Industry	Details	Tributyltin Compounds

Objectives ⁱ

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Classification Item [▲]	Status [▲]	Year [▲]	Reasons [▲]
Overall Water Body	Moderate	2015	Unfavourable balance of costs and benefits Disproportionate burdens Cause of adverse impact unknown
Ecological	Moderate	2015	Unfavourable balance of costs and benefits Disproportionate burdens Cause of adverse impact unknown
Supporting elements (Surface Water)	Good	2027	Disproportionate burdens Cause of adverse impact unknown
Mitigation Measures Assessment	Good	2027	Disproportionate burdens Cause of adverse impact unknown
Biological quality elements	Good	2015	
Angiosperms	Good	2015	
Fish	Good	2015	
Invertebrates	Good	2015	
Macroalgae	Good	2015	
Phytoplankton	Good	2015	
Hydromorphological Supporting Elements	Supports Good	2015	
Hydrological Regime	Supports Good	2015	
Physico-chemical quality elements	Moderate	2015	Unfavourable balance of costs and benefits
Dissolved Inorganic Nitrogen	Moderate	2015	Unfavourable balance of costs and benefits
Dissolved oxygen	Good	2015	
Specific pollutants	High	2015	
2,4-dichlorophenol	High	2015	
2,4-dichlorophenoxyacetic acid	High	2015	
Arsenic	High	2015	
Copper	High	2015	
Diazinon	High	2015	
Dimethoate	High	2015	
Iron	High	2015	

Linuron	High	2015	
Mecoprop	High	2015	
Permethrin	High	2015	
Phenol	High	2015	
Toluene	High	2015	
Un-ionised ammonia	High	2015	
Zinc	High	2015	
Chemical	Good	2027	Disproportionate burdens
Priority substances	Good	2015	
1,2-dichloroethane	Good	2015	
Atrazine	Good	2015	
Benzene	Good	2015	
Chlorfenvinphos	Good	2015	
Lead and Its Compounds	Good	2015	
Napthalene	Good	2015	
Nickel and Its Compounds	Good	2015	
Pentachlorophenol	Good	2015	
Simazine	Good	2015	
Trichloromethane	Good	2015	
Other Pollutants	Good	2015	

Aldrin, Dieldrin, Endrin & Isodrin	Good	2015	
Carbon Tetrachloride	Good	2015	
para - para DDT	Good	2015	
Tetrachloroethylene	Good	2015	
Priority hazardous substances	Good	2027	Disproportionate burdens
Cadmium and Its Compounds	Good	2015	
Endosulfan	Good	2015	
Hexachlorobenzene	Good	2015	
Hexachlorobutadiene	Good	2015	
Hexachlorocyclohexane	Good	2015	
Mercury and Its Compounds	Good	2015	
Nonylphenol	Good	2015	
Tributyltin Compounds	Good	2027	Disproportionate burdens
Trifluralin (Priority hazardous)	Good	2015	

Protected areas ⁱ

[Download as CSV](#)

PA Name	ID	Directive	Type	More information
185	NVZ12SW011850	Nitrates Directive		
Solent & Southampton Water	UK9011061	Conservation of Wild Birds Directive	SPA	Natural England
Solent Maritime	UK0030059	Habitats and Species Directive	SAC	Natural England
SOUTHAMPTON WATER	UKSW35	Shellfish Water Directive		
River Itchen	UK0012599	Habitats and Species Directive	SAC	Natural England
River Hamble	UKENRI122	Urban Waste Water Treatment Directive		
Approaches to Southampton Water	UKSW36	Shellfish Water Directive		
Hamble Estuary	UKENCA123	Urban Waste Water Treatment Directive		
River Itchen (Hampshire)	UKENRI110	Urban Waste Water Treatment Directive		

9.1 Screening & Scoping Stage - WFD Tables for activities in estuarine and coastal waters

Works take place in or affect more than one water body, complete a template for each water body – *single water body*

Works include several different activities or stages as part of a larger project, complete a template for each activity as part of your overall WFD assessment – *single activity*

Activity	Description, notes or more information
Applicant name	<i>John Willment Marine Ltd</i>
Application reference number (where applicable)	<i>n/a</i>
Name of activity	<i>Universal Marina hoist dock pontoon</i>
Brief description of activity	<i>Installation of pontoon</i>
Location of activity (central point XY coordinates or national grid reference)	<i>449075,108675</i>
Footprint of activity (ha)	<i>0.002 ha</i>
Timings of activity (including start and finish dates)	<i>Dependent upon components availability.</i>
Extent of activity (for example size, scale frequency, expected volumes of output or discharge)	<i>Single activity – 1 day installation</i>
Use or release of chemicals (state which ones)	<i>None</i>

Water body ¹	Description, notes or more information
WFD water body name	<i>Southampton Water</i>
Water body ID	<i>GB520704202800</i>
River basin district name	<i>South East</i>
Water body type (estuarine or coastal)	<i>Transitional Water (Estuarine in summary table)</i>
Water body total area (ha)	<i>3091.3</i>
Overall water body status (2016)	<i>Moderate</i>
Ecological status	<i>Moderate</i>
Chemical status	<i>Good by 2027</i>
Target water body status and deadline	<i>Moderate by 2015</i>
Hydromorphology status of water body	<i>Supports Good (summary table)</i>

Heavily modified water body and for what use	<i>Yes – navigation, ports & harbours, flood defence</i>
Higher sensitivity habitats present	<i>Yes – saltmarsh – unaffected by proposal</i>
Lower sensitivity habitats present	<i>Yes – subtidal soft sediment – unaffected by proposal</i>
Phytoplankton status	<i>High from summary table</i>
History of harmful algae	<i>No from summary table</i>
WFD protected areas within 2km	<i>Yes</i>

Specific risk to receptors -

Section 1: Hydromorphology

Consider if hydromorphology is at risk from your activity.

Use the water body summary table to find out the hydromorphology status of the water body, if it is classed as heavily modified and for what use.

Consider if your activity:	Yes	No	Hydromorphology risk issue(s)
Could impact on the hydromorphology (for example morphology or tidal patterns) of a water body at high status	Requires impact assessment	Impact assessment not required	No
Could significantly impact the hydromorphology of any water body	Requires impact assessment	Impact assessment not required	No
Is in a water body that is heavily modified for the same use as your activity	Requires impact assessment	Impact assessment not required	Yes

Record the findings for hydromorphology and go to section 2: biology.

Section 2: Biology

Habitats

Consider if habitats are at risk from your activity.

Use the water body summary table and Magic maps, or other sources of information if available, to find the location and size of these habitats.

Higher sensitivity habitats ²	Lower sensitivity habitats ³
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chalk reef	cobbles, gravel and shingle
clam, cockle and oyster beds	intertidal soft sediments like sand and mud
intertidal seagrass	rocky shore
maerl	subtidal boulder fields
mussel beds, including blue and horse mussel	subtidal rocky reef
polychaete reef	subtidal soft sediments like sand and mud
saltmarsh	
subtidal kelp beds	
subtidal seagrass	

² Higher sensitivity habitats have a low resistance to, and recovery rate, from human pressures.

³ Lower sensitivity habitats have a medium to high resistance to, and recovery rate from, human pressures.

Consider if the footprint ⁴ of your activity is:	Yes	No	Biology habitats risk issue(s)
0.5km ² or larger	Yes to one or more – requires impact assessment	No to all – impact assessment not required	No
1% or more of the water body's area			No
Within 500m of any higher sensitivity habitat			Yes
1% or more of any lower sensitivity habitat			No

⁴ Note that a footprint may also be a temperature or sediment plume. For dredging activity, a footprint is 1.5 times the dredge area.

Fish

Consider if fish are at risk from your activity, but only if your activity is in an estuary or could affect fish in or entering an estuary.

Consider if your activity:	Yes	No	Biology fish risk issue(s)
Is in an estuary and could affect fish in the estuary, outside the estuary but could delay or prevent fish entering it or could affect fish migrating through the estuary	Continue with questions	Go to next section	No
Could impact on normal fish behaviour like movement, migration or spawning	Requires impact assessment	Impact assessment not required	No

(for example creating a physical barrier, noise, chemical change or a change in depth or flow)			
Could cause entrainment or impingement of fish	Requires impact assessment	Impact assessment not required	No

Record the findings for biology habitats and fish and go to section 3: water quality.

Section 3: Water quality

Consider if water quality is at risk from your activity.

Use the water body summary table to find information on phytoplankton status and harmful algae.

Consider if your activity:	Yes	No	Water quality risk issue(s)
Could affect water clarity, temperature, salinity, oxygen levels, nutrients or microbial patterns continuously for longer than a spring neap tidal cycle (about 14 days)	Requires impact assessment	Impact assessment not required	No.
Is in a water body with a phytoplankton status of moderate, poor or bad	Requires impact assessment	Impact assessment not required	No
Is in a water body with a history of harmful algae	Requires impact assessment	Impact assessment not required	No

Consider if water quality is at risk from your activity through the use, release or disturbance of chemicals.

If your activity uses or releases chemicals (for example through sediment disturbance or building works) consider if:	Yes	No	Water quality risk issue(s)
The chemicals are on the Environmental Quality Standards Directive (EQSD) list	Requires impact assessment	Impact assessment not required	<i>Not applicable</i>
It disturbs sediment with contaminants above Cefas Action Level 1	Requires impact assessment	Impact assessment not required	<i>Not applicable</i>

If your activity has a mixing zone (like a discharge pipeline or outfall) consider if:	Yes	No	Water quality risk issue(s)

The chemicals released are on the Environmental Quality Standards Directive (EQSD) list	Requires impact assessment ⁵	Impact assessment not required	No
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⁵ Carry out your impact assessment using the Environment Agency's surface water pollution risk assessment guidance, part of Environmental Permitting Regulations guidance.

Record the findings for water quality go on to section 4: WFD protected areas.

Section 4: WFD protected areas

Consider if WFD protected areas are at risk from your activity. These include:

- special areas of conservation (SAC)
- special protection areas (SPA)
- shellfish waters
- bathing waters
- nutrient sensitive areas

Use Magic maps to find information on the location of protected areas in your water body (and adjacent water bodies) within 2km of your activity.

Consider if your activity is:	Yes	No	Protected areas risk issue(s)
Within 2km of any WFD protected area ⁶	Requires impact assessment	Impact assessment not required	Yes

⁶ Note that a regulator can extend the 2km boundary if your activity has an especially high environmental risk.

Record the findings for WFD protected areas and go to section 5: invasive non-native species.

Section 5: Invasive non-native species (INNS)

Consider if there is a risk your activity could introduce or spread INNS.

Risks of introducing or spreading INNS include:

- materials or equipment that have come from, had use in or travelled through other water bodies
- activities that help spread existing INNS, either within the immediate water body or other water bodies

Consider if your activity could:	Yes	No	INNS risk issue(s)
Introduce or spread INNS	Requires impact assessment	Impact assessment not required	No

Summary

Receptor	Potential risk to receptor?	Note the risk issue(s) for impact assessment
Hydromorphology	<i>Yes</i>	<i>Within an HMWB for same use</i>
Biology: habitats	<i>No</i>	
Biology: fish	<i>No</i>	
Water quality	<i>No</i>	
Protected areas	<i>Yes</i>	<i>Saltmarsh upstream & downstream of works</i>
Invasive non-native species	<i>No</i>	

10. WFD Impact Assessment & Mitigation

The assessment has identified potential risks to the following:

Hydromorphology -

The works relate to a small-scale pontoon installation. There is no additional risk.

Protected areas -

SAC – Solent Maritime (UK0030059). The primary reasons for designation of this site are Estuaries, Spartina swards and Atlantic salt meadows. There are no Spartina swards or Atlantic salt meadows within the works area so there will be no negative impact on these habitats.

Local Nature Reserve (LNR) – Hackett’s Marsh (1009285). This area is located on the opposite side of the river to the works site. The existing main channel and associated tidal flows mean that the works area is physically separated from the LNR. The reserve is therefore unaffected by the proposed works.

Ramsar – Solent and Southampton Water (UK11063). The works are sufficiently removed from this area and there will be no impact from the proposed works on the protected area.

SSSI – Lincegrove & Hackett’s Marshes (1080733), Lee-on-the-Solent to Itchen Estuary (1000802). This overlays the Ramsar site and similarly the proposed works will have no impact.

SPA – Solent & Southampton Water (UK9011061), This overlays the above sites and is similarly unaffected by the proposal.

Coastal Sensitive Areas – Eutrophic – Hamble Estuary (UKENCA123), nitrate sensitivity. The nature of the works is such that they can have no impact on the level of nitrates.

The works will therefore have no negative impact on the protected sites.

11. Summary

By following EA guidance, it is concluded that the proposal will not have a negative impact on the water body nor any protected area.

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HAMPSHIRE COUNTY COUNCIL

Report

Committee:	River Hamble Harbour Board
Date:	12 July 2019
Title:	River Hamble Final Accounts 2018/19
Report From:	The Director of Corporate Resources and Director of Culture, Communities and Business Services

Contact name: Jennifer Wadham
Jason Scott

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Purpose of this Report

1. The purpose of this report is to present the final accounts of the Harbour Authority for the year ended 31 March 2019 to the River Hamble Harbour Management Committee for consideration.

Recommendations

2. That this report, the statutory accounts and management accounts be approved by the River Hamble Harbour Board.
3. That the Board notes the level of the General Reserve as at 31 March 2019 of £16,170, and that the balance remains below the level of no more than 10% of the gross revenue budget, as set out in the reserves policy.
4. That the Board notes that without any changes to the budget for 2019/20, the expectation is that the General Reserve will reduce to £2,170 at the end of 2019/20.
5. That the Board notes the potential pressures on the 2019/20 budget based on the final position for the 2018/19 financial year.

Executive Summary

6. Under Section 42(1) of the Harbours Act 1964, the River Hamble Harbour Authority is required to prepare an annual statement of accounts relating to the harbour

activities in accordance with the Companies Act 2006, to be submitted to the Secretary of State for Transport.

7. The River Hamble Harbour Authority is considered to be exempt from the requirement for these accounts to be separately audited, as set out in section 477 of the Companies Act 2006. However, the Harbour Authority accounts form part of Hampshire County Council's final accounts and are therefore included within the audit for those accounts.
8. The statutory accounts for the year ended 31 March show a net loss of £32,095, as detailed in Appendix 1. This is after a depreciation charge of £38,984 and net expenditure on projects that have been funded from reserves totalling £12,663.
9. This report also presents the end of year management accounts, comparing the outturn position for income and expenditure for the year ended 31 March 2019 against the 2018/19 budget (detailed in Appendices 2 and 3).
10. The management accounts show that the Harbour Undertaking returned a net surplus of £15,876 on general revenue activities. After the agreed £35,000 contribution to the Asset Replacement Reserve this becomes a net deficit of £19,124, which has been met from the General Reserve.
11. The outturn position is less favourable than the original budget, which predicted that there would be a net deficit of £2,000 after the agreed contribution to the ARR of £35,000.
12. It is also less favourable than the revised forecast presented as part of the 2019/20 Budget Report to the Board in January 2019, when it was predicted that a transfer of £15,000 would be necessary from the General Reserve to meet the agreed ARR contribution.
13. The change since the last report to the Board is largely the result of a payment to the Crown Estate for turnover rent covering the last three financial years, partially offset by higher than forecasted income and lower than provided for charges from Democratic and Legal Services.
14. The balance on the General Reserve as at 31 March 2019 is £16,170. The reserves policy states that the General Reserve should hold annual surpluses not totalling more than 10% of the gross revenue budget, which currently equates to approximately £57,000.

Contextual Information - Statutory Accounts

15. Under Section 42(1) of the Harbours Act 1964, the River Hamble Harbour Authority is required to prepare an annual statement of accounts relating to the harbour

activities in accordance with the Companies Act 2006. Section 42(5) of the Harbours Act 1964 states that the published accounts should be sent to the Secretary of State for Transport, together with a report on the “state of affairs” disclosed by the accounts, within nine months of the financial year end.

16. Using guidance issued by the Department for Transport, the River Hamble Harbour Authority is considered to be exempt from the requirement to audit the statutory accounts under Section 477 of the Companies Act 2006. However, the Harbour Authority accounts form part of the overall Hampshire County Council accounts and therefore will be included within the audit of those accounts.

17. The statutory accounts, as detailed in Appendix 1, show a loss for the year of £32,095. This is after a net debit to the accounts relating to depreciation of £38,984, and expenditure on projects of £12,663 that has been funded from reserves.

2018/19 Outturn

18. The original budget projected a surplus on standard revenue activities of £33,000, before the agreed £35,000 contribution to the Asset Replacement Reserve (ARR), with a net deficit of £2,000 therefore expected.

19. At the Board meeting on 11 January 2019, it was reported that the projected surplus was expected to be £13,000 lower than budgeted. This was largely the result of staff overtime costs and the annual costs of the Bathymetric survey, where the budget was moved from revenue to the ARR in July 2018, however it had been identified that it would be more appropriate to keep this specific cost in revenue.

20. The outturn position is presented in Appendix 2 and shows that a surplus of £15,876 was incurred on standard revenue activities, a further £4,124 lower than the original budget. The surplus will be used to part fund the agreed £35,000 annual contribution to the ARR, with the difference of £19,124 being met from the General Reserve.

Income

21. Total income for 2018/19 in the management accounts was £610,450, exceeding both the original budget of £607,000 and the forecast of £605,000 that was presented to the Board in January.

22. Additional income of £9,000 has been received from towing charges. This is due to the agreed increase in the hourly charge out rate to more accurately reflect the costs incurred by the Harbour Authority, and a drive to ensure all towing is charged for, including any towing carried out on behalf of the Crown Estate relating to the pile replacement programme.

23. Income from Other Funding is £4,000 less than budgeted. The original budget included provision for £3,000 income from Fareham Borough Council towards the clearance of seaweed adjacent to the Warsash Slipway, however, this contribution has not been required for a number of years, as the corresponding costs have not been incurred.

Expenditure

24. Total revenue expenditure in the management accounts was £594,575, which was higher than both the original budget of £574,000 and the forecast of £585,000 that was presented to the Board in January.

25. The change since the last report to the Board is largely the result of a payment to the Crown Estate for turnover rent covering the last three financial years totalling £13,171, partly offset by lower than provided for charges from Legal and Democratic Services, which are charged on the basis of actual time spent.

26. The additional expenditure of £20,575 against the budget of £574,000 is predominantly due to the payment to the Crown Estate as above, as well as a £6,194 overspend on staffing, mainly due to overtime costs, and a £5,812 spend on Public Jetties and Navigational Safety for the annual costs of the Bathymetric Survey. The budget for this survey expenditure was moved from revenue to the ARR in July 2018, however it has since been identified that it would be more appropriate to keep this specific cost in revenue.

27. These additional costs were offset by an underspend of £4,440 against the Central Department Charges budget due to lower than budgeted charges from Legal and Democratic Services and a saving of £5,083 under Environmental Maintenance due to work being carried out by Harbour Authority staff and slipway clearances only being carried out when absolutely necessary.

28. A more detailed breakdown of the income and expenditure is set out in the tables contained in Appendices 2 and 3 and the Notes to Appendices 2 and 3.

Review of the 2019/20 Forward Budget

29. At the meeting on 11 January 2019, the Board approved the forward budget for the 2019/20 financial year. The approved budget allowed for a surplus on general revenue activities of £21,000, which would require a transfer of £14,000 from the General Reserve to enable the full £35,000 contribution to the ARR to be made.

30. As the forward budget was based on the forecast position for the 2018/19 financial year as at the end of September 2018, a review has been undertaken in comparison with the final accounts for 2018/19, to highlight any potential areas of pressure against the budget in the 2019/20 financial year.

31. The forward budget for expenditure was set at £591,000. Actual expenditure incurred in 2018/19 was £594,575, which included one-off expenditure relating to the additional turnover rent paid to the Crown Estate of £13,171 for three financial years. There is expected to be an ongoing annual cost for this, which is currently not provided for in the budget.
32. Charges from Legal and Democratic Services are based on actual hours worked and have been below budget in recent years. However, it should be noted that these charges depend on the level of work required and can increase significantly should a particular legal issue arise. Finance charges have also been reviewed and are considered to be a fair reflection of the time undertaken on the Harbour Authority's affairs.
33. It should also be noted that the forward budget includes an additional £13,000 on the staffing budget to cover expected increases to staff costs for the inflationary pay award as well as increased employer pension costs following the actuarial valuation of the pension fund.
34. The provision of office space is not currently recharged to the River Hamble Harbour Authority but has been assessed by Hampshire County Council's surveyors as having a value of approximately £7,500 per annum. Discussions have previously been held around whether such costs incurred by the County Council in supporting the Harbour Authority but not currently recharged, should in future be charged. Should this be done in future, it would create an additional pressure.
35. The income budget for 2019/20 was set at £612,000, with actual income generated in 2018/19 of £610,450. Due to the 1.5% increase in Harbour Dues, income is expected to increase for 2019/20, and therefore there is no reason at this stage of the year to assume the income budget will not be reached.

Reserves

36. The Harbour Board approved a reserves policy on 18 May 2007 which provided for the following three reserves:
 - Asset Enhancement Reserve (AER) – £320,000 for a programme of future opportunities.
 - Asset Replacement Reserve (ARR) – to replace all Harbour Authority Assets and provide maintenance dredges over a 25-year cycle. Annual contribution of £43,000, later reduced to £35,000, to be received from revenue.
 - Revenue Reserve (RR, also known as the General Reserve) – to hold annual surpluses totalling no more than 10% of the gross revenue budget (for 2017/18 this equates to approximately £59,000). Any excess to be transferred to the AER, returned to mooring holders or to fund one-off revenue budget pressures as approved by the Board

37. The total reserves for the River Hamble were £584,711 at 31 March 2019, a decrease of £611 on the position at the end of 2018/19. The reserves are detailed in Appendix 4.
38. The Revenue Reserve decreased by £19,124 during the financial year, due to the shortfall between the revenue surplus of £15,876 and the £35,000 transfer to the Asset Replacement Reserve. £3,000 was drawn from the Asset Enhancement Reserve in 2018/19 for the contribution towards the Hamble Games.
39. A net amount of £17,837 was added to the Asset Replacement Reserve being the planned annual transfer of £35,000 less £17,163 drawn to fund asset replacement costs including a new boat engine (net of sales proceeds from the old engine) and handrail refurbishment.
40. In 2018/19, interest of £4,625 was received on the reserves balances and income received in advance for annual Harbour Dues. Interest was paid at the agreed rate of 0.67% on all reserve balances.
41. The balance on the Revenue Reserve as at 31 March 2019 was £16,170. It is expected that £14,000 of this balance will be required to cover the budgeted net deficit (after the £35,000 transfer to the ARR) in 2018/19. This would leave a balance of £2,170 as at 31 March 2020.
42. The reserves policy states that the Revenue Reserve should hold annual surpluses not totalling more than 10% of the gross revenue budget, which currently equates to approximately £57,000. The expected balance is considerably below this. In view of the reducing balance, the Board agreed a 1.5% increase to Harbour Dues for 2019. The Board will need to consider what further action will be required to manage future cost pressures and ensure that the annual contribution to the ARR can be made.

Conclusion

43. The report highlights the final position for the 2018/19 financial year, which, despite strict budget management, is less favourable than the budgeted position, and slightly less favourable than the forecast position presented in January 2019.
44. The report also highlights the ongoing pressures on the revenue budget and subsequently the diminishing balance within the General Reserve.

REQUIRED CORPORATE AND 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	
<p>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.)</p>	
<u>Document</u>	<u>Location</u>
None	

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

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 by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) 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 protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are 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 in which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

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. Equality objectives are not considered to be adversely affected by the proposals in this report.

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River Hamble Harbour Authority

Report of the Board and unaudited financial statements
for the year ended 31 March 2019



River Hamble Harbour Authority
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for the period ended 31 March 2019

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River Hamble Harbour Authority

Report of the Board for the year ended 31 March 2019

Hampshire County Council is the statutory Harbour Authority for the River Hamble Harbour. Responsibility for the governance of the River Hamble was transferred to Hampshire County Council in 1970 and the harbour has operated as a municipal port ever since.

Section 42 of the Harbours Act 1964, as amended by paragraph 10 of Schedule 6 to the Transport Act 1981, requires every statutory Harbour Authority to prepare an annual statement of accounts for the harbour activities in accordance with the requirements of the Companies Act 2006, for submission to the Secretary of State for Transport.

All harbour undertakings carried out by Hampshire County Council are part of the County Council's service provision to residents, and there is no separate legal entity in place to which the provisions apply. As such these accounts have been prepared for the River Hamble Harbour Authority in a style which is consistent with the reporting requirements of the Companies Act 2006.

Hampshire County Council delegates its executive decision making function to the River Hamble Harbour Board. The County Council and the representatives on the Harbour Board form a democratically accountable body responsible for overseeing the operation of the harbour and the impacts from it. The following members served on the Harbour Board during the year:

- Hampshire County Council:
 - Councillor Keith Evans (Chairman)
 - Councillor Keith House
 - Councillor Peter Latham
- Independent Board Members:
 - David Jobson (Recreation)
 - Chris Moody (Marine Industry)
 - Nikki Hiorns (Environment)
- Marine Director:
 - Jason Scott (Harbour Master)

In addition, the River Hamble Management Committee (constituted in accordance with the River Hamble Harbour Revision Order 1969, as subsequently amended) provides policy advice to the Harbour Board and is responsible for scrutinising the Harbour Board's decisions. The Management Committee is comprised of nineteen members: ten County Councillors (one of whom acts as the Committee Chairman),

three District Council Councillors (one from Eastleigh, one from Fareham and one from Winchester) and representatives from each of the following interested parties: Associated British Ports; Association of River Hamble Yacht Clubs; British Marine Federation; Hamble River Boatyard and Marine Operators Association; the Berth and Mooring Holders; and the Royal Yachting Association.

Principal Activities:

The principal activities of the Harbour Authority during the period under review were the management of moorings, pontoons and associated harbour facilities, and ensuring the safe and efficient operation of the River Hamble Harbour.

Political and Charitable donations:

No charitable donations were made during the year (2018/19 £nil).

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with Financial Reporting Standard 102 Section 1A *Small Entities* and in keeping with the requirements of Section 42 of the Harbours Act 1964.

The financial statements were approved and authorised for issue by the Board on 12 July 2019 and signed on its behalf by Councillor Keith Evans.

River Hamble Harbour Authority

Harbour Master's report
for the year ended 31 March 2019

With the primary responsibility of any Harbour Authority being safety and with our income and expenditure under close scrutiny to ensure that that responsibility is sustained, this year's granular focus on our accounts has been as important as ever. Asking of ourselves the question 'what is it that we are here to do?' and reminding ourselves of the imperative requirement to maintain our essential operational capabilities to ensure that non-discretionary, statutory tasks are carried out in the long-term has been the central focus of our deliberations in analysing our financial position.

This report will not be a long one as our financial position is not complicated. It will set the context within which we are now operating; one of reduced expenditure over the past ten years, yet also one of reduced income. These reductions have meant that necessary and continued draws on our Revenue Reserve to make good our Reserve contribution cannot be sustained.

The Harbour Authority is in a secure position in terms of our Asset Replacement Reserve which is now being deployed routinely to ensure that our operational assets are maintained efficiently. The continuation of our annual contribution to this Reserve of £35,000 has been judged to be correct, based on existing estimates. Nevertheless, our Revenue position has, despite imaginative steps having been taken to reduce expenditure, become tighter as income has fallen marginally. Looking back over the past ten years shows how the position has altered. In 2009/10, gross income stood at £682,303 and gross expenditure at £645,086, giving a revenue surplus of £37,217. In 2010, the Harbour Board made the correct decision at the time to both transfer £180,000 from a growing Revenue Reserve to the Asset Replacement Reserve and reduce Annual Harbour Dues by 10%. The annual contribution from Revenue to Capital was also reduced from £43,000 per annum to £35,000 per annum. Over the past ten years, that decision has stood the Authority in good stead and ensured Harbour Dues payers' value-for-money. Adjustments in Harbour Dues have since been made each year based on considered judgment of the financial position of the day. Harbour Dues have been raised on three out of ten years for a maximum of 1.5% and Harbour Dues today stand at a level that is 7% less than in 2009. For 2018/19, our gross income (excluding bank interest received) has been £610,450 and our gross expenditure (excluding depreciation and projects funded from reserves) has been £594,575. This means that our income today stands at a level that is 10.5% less than in 2009. Expenditure is at a level that is 8% less than in 2009, despite the impact of pay increases and additional pension contributions for a staff component that is not in scope for reduction. Inter alia, this is because single-staff operations are in the main unfeasible and patrol capability and persistence over 364 days each year is fundamental to the safety of River Users. It must be recognised too that staff have

also been responsible for major savings in our wider expenditure, notably in slipway clearance and the repair of essential infrastructure.

It is important to note that granular analysis of around 4,000 transactions has enabled this Authority to get to grips with all options for reductions in expenditure. That these opportunities have been taken is clearly visible in the figures of this report where our expenditure on supplies and services illustrates in microcosm the savings made. Here, expenditure in 2009 stood at £153,102. That same figure in 2018/19 stood at £102,437 or 33% less.

This set of accounts shows compellingly that we know how our money is spent and that expenditure cannot be reduced further. The Board's decision to apply correctly the funds set aside for asset replacement to that Reserve has eased to the extent practicable the unavoidable and increasing pressure, brought about by wage and pension increases outside the control of either HCC or the Harbour Authority. Derived from that, the inescapable conclusion is that income must be increased. The Harbour Authority is in a strong position to take the necessary steps in good time. How that is achieved is the subject of another paper to be taken at this round of 2019 Governance meetings.

Jason Scott
Marine Director and Harbour Master

River Hamble Harbour Authority

Accountant's report
for the year ended 31 March 2019

These accounts have been prepared in accordance with the requirements of the Companies Act 2006 and comprise the Income Statement, the Statement of Financial Position and related notes.

The River Hamble Harbour Authority meets the small company criteria contained in section 382 of the Companies Act 2006.

Under section 477 of the Companies Act 2006, a company that qualifies as a small company is exempt from the requirements of the Act relating to the audit of accounts for that year. These accounts are therefore presented unaudited.

The financial transactions, assets and liabilities of the River Hamble Harbour Authority are also included within the statutory accounts of Hampshire County Council. These are presented in accordance with the Accounts & Audit Regulations 2015 and are published at <https://www.hants.gov.uk/aboutthecouncil/budgetspendingandperformance/accounts>

Signed:

Date:

Anne Hibbert
Corporate Accounting Manager

River Hamble Harbour Authority

**Income and Expenditure statement
for the year ended 31 March 2019**

	Notes	2018/19 £	2017/18 £
Turnover	2	532,663	523,685
Other operating income	3	81,464	73,478
		<u>614,127</u>	<u>597,163</u>
Staff costs	4		
Salaries		344,636	335,581
National Insurance		32,536	33,380
Pension Contributions		71,227	64,801
Other employee expenses		5,795	3,071
		<u>454,194</u>	<u>436,833</u>
Depreciation and other amounts written off tangible and intangible fixed assets	11	38,984	(52,241)
Other operating charges			
Rent/Rates/Leases	5	32,754	22,783
Utilities		3,420	4,168
Other Premises Costs		2,177	1,615
Boats - Repairs & Expenses	6	9,944	27,308
Staff Travel		1,132	816
Insurance		1,690	1,600
Office Expenses	7	26,986	25,594
Environmental Maintenance	8	4,012	16,813
Public Jetties & Navigational Safety		5,812	18,031
Services provided by Hampshire County Council	9	38,465	42,999
Other Services (including Designated Person)		9,570	9,570
Oil Spill Response		4,290	4,523
CCTV		130	119
Projects funded by Reserves	10	12,663	2,500
		<u>153,045</u>	<u>178,439</u>
Profit/(loss) for the financial year	14	<u>(32,095)</u>	<u>34,132</u>

River Hamble Harbour Authority

Statement of Financial Position
as at 31 March 2019

	Notes	2018/19 £	2018/19 £	2017/18 £	2017/18 £
Fixed assets					
Tangible assets	11		378,310		409,794
Current assets					
Debtors	12	29,265		20,549	
Cash at bank and in hand		931,855		925,206	
		<u>961,120</u>		<u>945,755</u>	
Creditors: Amounts falling due within one year					
	13	376,409		360,433	
Net current assets					
			<u>584,711</u>		<u>585,322</u>
Total assets less current liabilities					
			963,021		995,116
Net assets					
			<u>963,021</u>		<u>995,116</u>
Reserves					
Profit and loss account	14		<u>963,021</u>		<u>995,116</u>
			<u>963,021</u>		<u>995,116</u>

For the year ended 31 March 2019 the River Hamble Harbour Authority was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

No notice has been received in accordance with section 476 of the Companies Act 2006 that requires the River Hamble Harbour Authority to obtain an audit.

The Board acknowledges its responsibilities for complying with the requirements of the Act with respect to accounting records and for preparing accounts which give a true and fair view of the state of affairs of the River Hamble Harbour and of the profit or loss for the financial year.

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with Financial Reporting Standard 102 Section 1A *Small Entities*.

The financial statements were approved and authorised for issue by the Harbour Board and signed on its behalf by

_____ on _____
Councillor Keith Evans
Chairman of the Board

The notes on pages 11 to 16 form an integral part of these financial statements.

River Hamble Harbour Authority

Notes to the financial statements
for the year ended 31 March 2019

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with Financial Reporting Standard 102 Section 1A *Small Entities*.

1.2 Turnover

Turnover represents the total value, excluding value added tax, of sales made during the year and derives from the provision of goods and services falling within the River Hamble Harbour Authority's ordinary activities.

1.3 Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, on a straight line basis. A full year of depreciation is applied in the year of purchase.

2 Turnover

The total turnover for the year has been derived from the River Hamble Harbour Authority's principal activity, wholly undertaken in the UK.

	2018/19	2017/18
	£	£
Marinas and Boatyards	379,485	378,604
River Moorings	100,140	96,951
Jetty Charges	21,803	16,135
Mooring and Towing Charges	9,019	2,662
Miscellaneous Income - Commercial and Pleasure craft	5,779	5,614
Sublet, Waiting List & Late Payment Fee Income	0	5,885
Total Harbour Dues	<u>516,226</u>	<u>505,851</u>
Visitors	16,437	17,834
Total turnover	<u><u>532,663</u></u>	<u><u>523,685</u></u>

3 Other operating income

	2018/19	2017/18
	£	£
Crown Estate Management Fee	68,300	63,635
Miscellaneous Income	7,543	5,918
Interest	4,625	2,960
Other Funding	996	965
Total other operating income	81,464	73,478

4 Employees

	2018/19	2017/18
Staff numbers	12	12

5 Rent Rates Leases

	2018/19	2017/18
	£	£
Rent - Oil Spill Response Equipment Unit	3,903	4,196
Rent - Crown Estates	13,171	4,351
Rent - Warsash Jetty	1,829	1,829
Rent - Visitors Pontoon	1,829	1,829
Rent - Hamble Jetty	1,829	1,829
Rent - Fishermans Pontoon	1,829	1,829
Rent - Harbour Master's Office	(5)	5
Business Rates - River Hamble Harbour	8,369	6,915
	32,754	22,783

6 Boat repairs & expenses

	2018/19	2017/18
	£	£
Repair, Maintenance and Boat Refurbishment	3,825	23,068
Vehicle Running Expenses (Fuel)	3,877	2,589
Tools (including Chandlery)	2,242	1,651
	9,944	27,308

7 Office expenses

	2018/19	2017/18
	£	£
Equipment	1,013	1,838
First Aid Supplies/Health & Safety	715	2,230
Printing & Stationery	4,719	3,941
Catering/General	1,221	1,131
Retail (Crabbing Equipment)	693	652
Room Hire	415	210
Protective Clothing and Safety Equipment	3,557	7,513
IT Charges	2,479	0
Postage	1,220	2,089
Subscriptions	1,685	678
Phones	0	135
Promotional Events/Publicity/Publications	4,817	2,374
Credit Card Charges (re Income Collection)	4,452	2,803
	<u>26,986</u>	<u>25,594</u>

8 Environmental Maintenance

	2018/19	2017/18
	£	£
Waste Collection	837	1,545
Clearance of Warsash Slipway	3,175	15,070
Miscellaneous Environmental Maintenance Expenditure	0	198
	<u>4,012</u>	<u>16,813</u>

9 Services provided by Hampshire County Council

	2018/19	2017/18
	£	£
Accountancy	21,600	21,600
Transaction processing	2,488	2,488
Tax/cash management	200	200
Internal audit	3,410	3,410
Legal Services	2,812	5,960
Democratic Services	7,050	8,460
	<hr/> 37,560	<hr/> 42,118
Contribution to Solent Forum	905	881
	<hr/> 38,465	<hr/> 42,999

No separate charge is currently levied for the following:

- Rent and repair costs associated with the Harbour Office
- Access to and use of the County Council's IT infrastructure and systems
- Insurance, apart from a nominal premium of £1,600 relating to the Patrol Boats

10 Projects funded by Reserves

	2018/19	2017/18
	£	£
PhD - Sacrificial Anodes	0	2,500
Hamble Jetty	3,840	0
River signage	865	0
Decking	1,675	0
Warsash Jetty	4,116	0
Boat engine sale	(833)	0
River Hamble Games	3,000	0
	<hr/> 12,663	<hr/> 2,500

11 Tangible fixed assets

	Marks, Beacons, Lights, Piles, Buoys	Bridges, Walkways, Jetties	Boats	Other	Total
	£	£	£	£	£
Cost					
At 1 April 2018	180,068	678,725	55,000	127,744	1,041,537
Additions	0	0	7,500	0	7,500
Disposals	0	0	0	0	0
Transfers	0	0	0	0	0
At 31 March 2019	180,068	678,725	62,500	127,744	1,049,037
Depreciation					
At 1 April 2018	128,250	367,939	29,332	106,222	631,743
Charge for the year	6,301	22,774	6,834	3,075	38,984
On disposals	0	0	0	0	0
Adjustments	0	0	0	0	0
At 31 March 2019	134,551	390,713	36,166	109,297	670,727
Net book values					
At 31 March 2019	45,517	288,012	26,334	18,447	378,310
At 31 March 2018	51,818	310,786	25,668	21,522	409,794

12 Debtors

	2018/19	2017/18
	£	£
Trade debtors	27,765	20,549
Prepayments and accrued income	1,500	0
	<u>29,265</u>	<u>20,549</u>

No debtor amounts fall due after more than one year

13 Creditors: amounts falling due within one year

	2018/19	2017/18
	£	£
Trade creditors	6,886	0
Accruals and deferred income	369,523	360,433
	<u>376,409</u>	<u>360,433</u>

No creditor amounts fall due after more than one year

14 Profit and Loss Account

	Total
	£
At 1 April 2018	995,116
Transfers to/(from) Profit and Loss account	<u>(32,095)</u>
At 31 March 2019	<u>963,021</u>

15 Movement in reserves

	Cash backed Reserves			Total cash backed Reserves (£)	Asset backed Reserves (£)	Total Reserves (£)
	General Reserve (£)	Asset Enhancement (£)	Asset Replacement (£)			
As at 1 April 2018	35,294	69,760	480,268	585,322	409,794	995,116
Movement:						
2018/19 deficit	(32,095)	0	0	(32,095)	0	(32,095)
Transfers:						
Asset additions	0	0	(7,500)	(7,500)	7,500	0
Depreciation	38,984	0	0	38,984	(38,984)	0
Asset contribution	(35,000)	0	35,000	0	0	0
Projects	12,663	(3,000)	(9,663)	0	0	0
Interest	(3,676)	465	3,211	0	0	0
Total movement	<u>(19,124)</u>	<u>(2,535)</u>	<u>21,048</u>	<u>(611)</u>	<u>(31,474)</u>	<u>(32,095)</u>
As at 31 March 2019	<u>16,170</u>	<u>67,225</u>	<u>501,316</u>	<u>584,711</u>	<u>378,310</u>	<u>963,021</u>

River Hamble Harbour Authority

	Original Budget	P6 Forecast Outturn	Actuals	Variance to Budget
	(£) 2018/2019	(£) 2018/2019	(£) 2018/2019	(£) 2018/2019
EXPENDITURE				
Staff Related				
Salaries	443,000	449,000	448,399	5,399
Training	5,000	5,000	3,605	(1,395)
Other Employee Expenses	0	0	283	283
Professional Subscriptions	0	1,000	1,907	1,907
Sub Total Staff Related	448,000	455,000	454,194	6,194
Premises				
Rent / Rates	18,000	19,000	19,583	1,583
Electricity	2,000	2,000	1,927	(73)
Gas	1,000	1,000	1,017	17
Water / Sewerage	1,000	1,000	475	(525)
Repair & Maintenance (including Health & Safety Modifications)	1,000	2,000	1,773	773
Service Charges	0	0	379	379
Cleaning	0	0	25	25
Burglar Alarms / Security	1,000	1,000	0	(1,000)
Sub Total Premises	24,000	26,000	25,179	1,179
Transport				
Repair, Maintenance and Boat Refurbishment	3,000	3,000	3,825	825
Vehicle Running Expenses (Fuel)	3,000	3,000	3,877	877
Tools (including Chandlery)	2,000	2,000	2,242	242
Car Allowances / Staff Travel	1,000	1,000	1,132	132
Insurance	2,000	2,000	1,690	(310)
Sub Total Transport	11,000	11,000	12,765	1,765

	Original Budget	P6 Forecast Outturn	Actuals	Variance to Budget
	(£) 2018/2019	(£) 2018/2019	(£) 2018/2019	(£) 2018/2019
Supplies & Services				
Office Expenses	25,000	23,000	26,986	1,986
Environmental Maintenance	10,000	8,000	4,917	(5,083)
Public Jetties & Navigational Safety	0	6,000	5,812	5,812
Central Department Charges	42,000	42,000	37,560	(4,440)
Designated Person	9,000	9,000	9,570	570
Oil Spill Response	5,000	5,000	4,290	(710)
CCTV	0	0	130	130
Crown Estate	0	0	13,171	13,171
Sub Total Supplies & Services	91,000	93,000	102,437	11,437
Gross Expenditure (Current)	574,000	585,000	594,575	20,575
INCOME				
Harbour Dues	(482,000)	(477,000)	(479,625)	2,375
Crown Estate Funding	(67,000)	(66,000)	(68,300)	(1,300)
Visitor Income	(43,000)	(43,000)	(44,019)	(1,019)
Miscellaneous Income	(9,000)	(9,000)	(7,544)	1,456
Towing Charges	0	(7,000)	(9,019)	(9,019)
Other Funding	(5,000)	(2,000)	(996)	4,004
Interest	(1,000)	(1,000)	(949)	51
Gross Income	(607,000)	(605,000)	(610,450)	(3,450)
NET REVENUE FUNDED EXPENDITURE	(33,000)	(20,000)	(15,876)	17,124

	Original Budget	P6 Forecast Outturn	Actuals	Variance to Budget
	(£) 2018/2019	(£) 2018/2019	(£) 2018/2019	(£) 2018/2019
Projects Funded by Reserves				
- Asset Enhancement	53,000	3,000	3,000	(50,000)
- Asset Replacement	47,000	21,000	17,163	(29,837)
- Revenue Reserve	0	0	0	0
Gross Expenditure	100,000	24,000	20,163	(79,837)
Interest on Reserves				
Interest on Reserves (AER)	0	0	(466)	(466)
Interest on Reserves (ARR)	(2,000)	(2,000)	(3,211)	(1,211)
Gross Income	(2,000)	(2,000)	(3,676)	(1,676)
NET RESERVES FUNDED EXPENDITURE	98,000	22,000	16,487	(81,513)
TOTAL NET EXPENDITURE	65,000	2,000	611	(64,389)
 RESERVES				
Contribution to Asset Replacement Reserve	33,000	20,000	35,000	2,000
Transfer Interest to Reserves	2,000	2,000	3,676	1,676
Transfers from Reserves - Projects	(100,000)	(24,000)	(20,163)	79,837
Total Transfers To/(From) Reserves	(65,000)	(2,000)	18,513	83,513
NET DEFICIT FUNDED FROM GENERAL RESERVE	0	0	19,124	19,124

River Hamble Harbour Authority

FURTHER DETAIL ON: Office Expenses; Harbour Dues Income.

	Original Budget (£) 2018/2019	P6 Forecast Outturn (£) 2018/2019	Actuals (£) 2018/2019	Variance to Budget (£) 2018/2019
Office Expenses				
Equipment	1,000	1,000	1,013	13
First Aid Supplies/Health & Safety	1,000	1,000	715	(285)
Printing & Stationery	3,000	4,000	4,720	1,720
Catering/General	1,000	1,000	1,221	221
Room Hire	0	0	415	415
Protective Clothing and Safety Equipment	3,000	3,000	3,557	557
IT Charges	5,000	2,000	2,479	(2,521)
Postage	2,000	2,000	1,220	(780)
Subscriptions	1,000	2,000	1,685	685
Phones	1,000	0	0	(1,000)
Promotional Events/Publicity/Publications	5,000	3,000	4,818	(182)
Retail (Crabbing Equipment)	1,000	1,000	693	(307)
Credit Card Charges (re Income Collection)	1,000	3,000	4,452	3,452
Sub Total	25,000	23,000	26,986	1,986

	Original Budget (£) 2018/19	P6 Forecast Outturn (£) 2018/19	Actuals (£) 2018/19	Variance to Budget (£) 2018/19
Harbour Dues				
Marinas and Boatyards	(380,000)	(380,000)	(379,484)	516
River Moorings	(102,000)	(97,000)	(100,140)	1,860
Sub Total	(482,000)	(477,000)	(479,625)	2,375
Visitor Income				
Mid Stream Visitors Pontoon	(20,000)	(20,000)	(16,437)	3,563
Warsash Jetty	(15,000)	(13,000)	(18,393)	(3,393)
Hamble Jetty	0	(2,000)	(3,411)	(3,411)
Commercial and Pleasure Craft Income	(8,000)	(8,000)	(5,779)	2,221
Sub Total	(43,000)	(43,000)	(44,019)	(1,019)

Notes to Appendices 2 and 3

The details of significant variations are as follows:

1. Staff related expenditure was £6,194 higher than the original budget, mainly due to additional overtime costs.
2. Supplies and Services expenditure was £11,437 higher than the original budget, which includes £5,812 spend on Public Jetties and Navigational Safety which has historically had no budget despite regular expenditure (a budget has been allocated for 2019/20) and a £13,171 payment to the Crown Estate for a share of income generated through the jetties covering the three financial years to 2018/19, again for which there was no budget. These pressures have been offset by an underspend of £5,083 against Environmental Maintenance due to work being carried out by Harbour Authority staff and slipway clearances only being carried out when absolutely necessary, and a £4,440 underspend against Central Departmental Charges due to lower than anticipated DAMS and Legal Services charges.
3. Within Supplies and Services there was a net overspend against Office Expenses of £1,986. This includes higher than budgeted spend for income collection charges and printing and stationary costs, offset by lower than anticipated costs on the development of the harbour management system.
4. Central Department Charges

The basis for the central department charges is as follows:

- Operational Finance - £21,600 based on an assessment of the time devoted to the River Hamble. This is reviewed regularly.
- Corporate Resources central charges – based on volumes and reviewed regularly. A more detailed breakdown of these services is listed below:

○ Integrated Business Centre (IBC)	£2,488
○ Tax/Cash Management	£200
○ Audit Services	<u>£3,410</u>
	£6,098
- The charge for Audit Services is an SLA to cover audit requirements, both for specific site visits to the River Hamble and to cover systems and processes used by the River Hamble, such as payroll and IT systems
- Legal Services and Democratic Services – these charges are based on actual hours worked multiplied by an hourly rate which has been benchmarked to ensure best value. £2,812 was incurred for legal advice, with the balance of £7,050 for Democratic and Member Services support.

The following costs are not currently borne by the Harbour Office:

- Notional rent and repair costs associated with the Harbour Office

- Access to and use of the County Council's Information Technology infrastructure and systems
 - Insurance, apart from a nominal fee relating to the Patrol Boats
5. Total income for 2018/19 was £610,450, £3,450 above the original budget of £607,000.
 6. £9,019 was received in respect of Towing Charges income, for which there was no budget (a budget has been allocated for 2019/20).
 7. Other Funding income was £4,004 lower than budget and mainly due to the annual contribution from Fareham BC for slipway clearance not being required. Slipway clearance costs have also reduced, as shown by the Environmental Maintenance underspend.

River Hamble Harbour Authority – Reserves 2018 – 2020

	General Reserve	Asset Enhancement Reserve	Asset Replacement Reserve	TOTAL
	(£)	(£)	(£)	(£)
Balance as at 31 March 2018	35,294	69,760	480,268	585,322
Transfer to ARR from Revenue	(35,000)	0	35,000	0
River Hamble Games 2018	0	(3,000)	0	(3,000)
Asset Replacement – engine replacement, handrail refurbishment	0	0	(17,163)	(17,163)
Plus Annual Interest	0	465	3,211	3,676
Plus Net Surplus for Year	15,876	0	0	15,876
Balance at 31 March 2019	16,170	67,225	501,316	584,711
Transfer to ARR from Revenue	(35,000)	0	35,000	0
Commitments for Future Projects	0	(50,000)	0	(50,000)
Asset Replacement	0	0	(28,000)	(28,000)
Plus Estimated Annual Interest	0	0	2,000	2,000
Plus Estimated Net Surplus for Year	21,000	0	0	21,000
Predicted Balance at 31 March 2020	2,170	17,225	510,316	529,711

Reconciliation of profit and loss to deficit generated on general revenue activities

	2018/19
	£
Profit/(loss) for the financial year from Income Statement	(32,095)
Add back:	
Depreciation Charge for Year	38,984
Projects funded from reserves	12,663
Less:	
Interest on AER and ARR	(3,676)
Agreed transfer to ARR	(35,000)
Net deficit funded from General Reserve	<u>(19,124)</u>

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HAMPSHIRE COUNTY COUNCIL

Report

Committee:	River Hamble Harbour Board
Date:	12 July 2019
Title:	Review of Harbour Dues
Report From:	Director of Culture, Communities and Business Services

Contact name: Jason Scott

Tel: 01489 576387

Email: Jason.scott@hants.gov.uk

Purpose of this Report

1. This report takes into account three elements: our Annual Accounts, Asset Review and Financial Position Papers, in order to make a recommendation on any change in Harbour Dues that may be necessary.

Recommendation

2. That the River Hamble Harbour Board approve an increase in Harbour Dues of 5% for 2019.

Background

3. The summary of supporting information is given at Annex A and the Financial Position paper is at Appendix 1.

REQUIRED CORPORATE AND 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

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

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 by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) 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 protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are 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 in which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

(a) An EIA is not required as no negative impacts are anticipated.

Summary

1. The purpose of this paper is to recommend the rate for Harbour Dues for 2019/20, based on an analysis of our Asset Review of April 2019 and our Annual Statutory Accounts, already presented at this meeting. Its recommendation provides for the long-term maintenance of our appropriate risk-based Marine Safety Management System, as well as other expected services. It takes into account predicted income and expenditure over the next two years and the requirement to cease drawing on the General Reserve to supplement the £35000 annual contribution to the Asset Replacement Reserve.
2. In January, the Chairman of the Harbour Board directed that a financial analysis of our needs be conducted. This analysis would look at our income and expenditure and identify options to ensure stability in the mid to long term. The underlying reason behind this has been the need to supplement revenue from a diminishing Revenue Reserve because of increasing costs. That paper is key to a full understanding of the options and is at Appendix 1.

Contextual Information

3. Three papers must be taken into account when deciding on Harbour Dues figures this year. The first (Appendix 1), has already been discussed. The second, our Asset Review work, was presented to the Board and approved in April. It is acknowledged that mapping out our financial asset replacement rates with precision must be an inexact science. However, the Board decision to make use of the Asset Replacement Reserve, accumulated as it is for asset replacement, sensibly and on a consistent basis, has relieved some of the pressure on our Revenue budget and continued to assure the sustainability of our operational assets looking forward. Finally, our Annual Accounts show how the RHH has performed and provide confirmation of some of the additional costs which must be borne over the coming years. These are outside the Harbour Authority's and Hampshire County Council's control.
4. The Marine Director's report in our Annual Accounts aimed to set out the balance of the discussion, taking into account the three papers. It is vital to remember that the primary responsibility of any Harbour Authority is safety. Accordingly, there is a requirement to maintain our essential operational capabilities to ensure that non-discretionary, statutory tasks are carried out in the long-term. This is the primary responsibility of the Duty Holder in Law.

5. Our financial position is one of reduced expenditure over the past ten years and also one of reduced income.
6. Looking back over the past ten years shows how the position has altered. In 2009/10, gross income stood at £682,303 and gross expenditure at £645,086, giving a revenue surplus of £37,217. In 2010, the Harbour Board made the correct decision at the time to both transfer £180,000 from a growing Revenue Reserve to the Asset Replacement Reserve and reduce Annual Harbour Dues by 10%. The annual contribution from Revenue to Capital was also reduced from £43,000 per annum to £35,000 per annum. For 2018/19, our gross income was £610,450 and our gross expenditure was £594,575. This means that our income today stands at a level that is 10.5% less than in 2009.
7. Increases in Harbour Dues have been modest. Dues have been raised on three out of ten years for a maximum of 1.5% and Harbour Dues today stand at a level that is 7% less than in 2009.
8. Expenditure is at a level that is 8% less than in 2009, despite the impact of pay increases and additional pension contributions for a staff component that is not in scope for reduction. Inter alia, this is because single-staff operations are in the main unfeasible and patrol capability and persistence over 364 days each year is fundamental to the safety of River Users. It must be recognised too that staff have also been responsible for major savings in our wider expenditure, notably in slipway clearance and the repair of essential infrastructure. It is important to note that granular analysis of around 4000 transactions has enabled this Authority to identify options for reductions in expenditure. That these opportunities have been taken is clearly visible in the figures of this report where our expenditure on supplies and services illustrates in microcosm the savings made. Here, expenditure in 2009 stood at £153,102. That same figure in 2018/19 stood at £102,437 or 33% less.
9. The conclusions drawn in the Financial Position paper are repeated here:
 - 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.
 - 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.
 - 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.

- 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.
- 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.
- 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.
- 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%. 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.

Analysis

10. 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. 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 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

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	River Hamble Harbour Board
Date:	5 April 2019
Title:	River Hamble Financial Position
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 report must also be considered alongside the Asset Review and Final Accounts in setting Harbour Dues for next year.
- 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

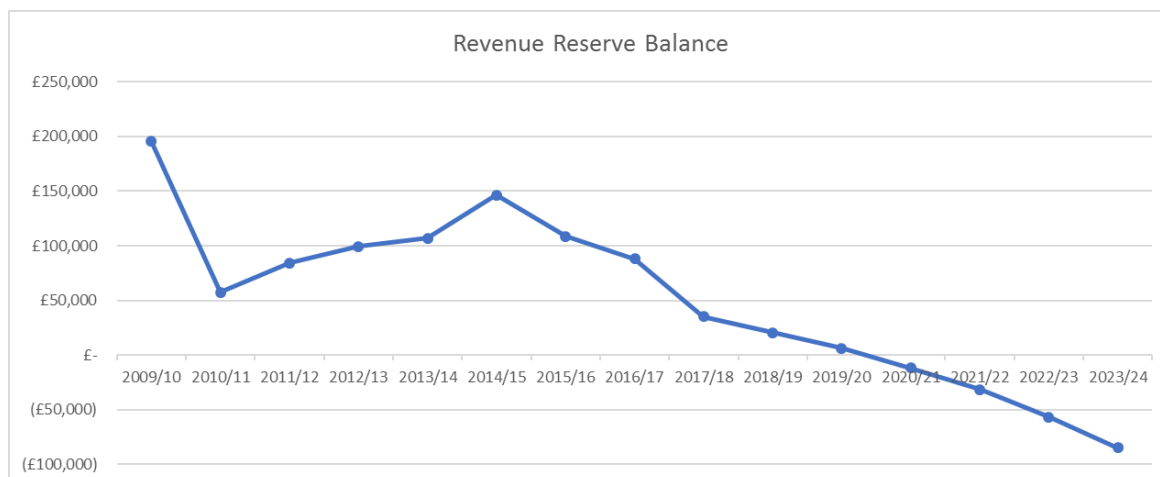
transfer to the Asset Replacement Reserve (ARR). The resulting deficit has needed to be offset by a transfer from the Revenue Reserve (RR). This has been a planned approach to reduce the balance held within the RR account and bring the balance back in line with the agreed reserves policy which specifies 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

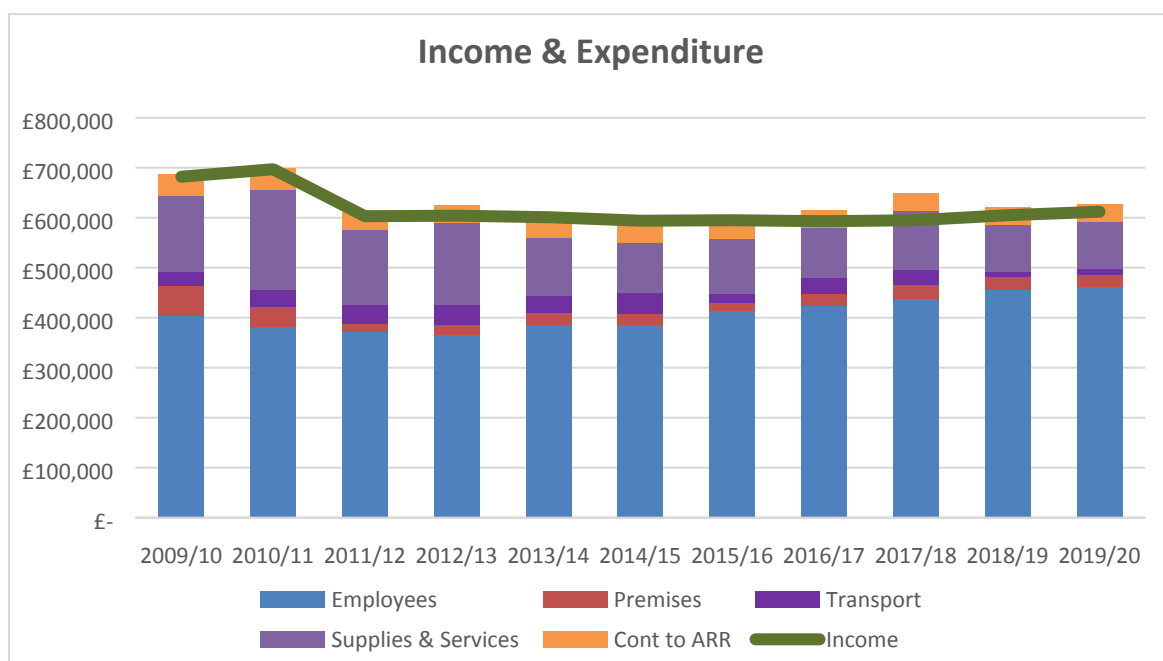
- 4.1. In 2009, Harbour Dues income stood at £559,000 (net) and the Crown Estate Management Agreement earned the RHHA £47,000. By 31 March 2018, the same figures were £506,000 and £64,000. Other sources of income are variable and include, but are not limited to: services (towing, pontoon cleaning), visitors' 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

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.

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

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.

- 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;
- e. Imaginative methods to economise have been explored and implemented. Only smaller scale economies remain available;

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.

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

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).

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

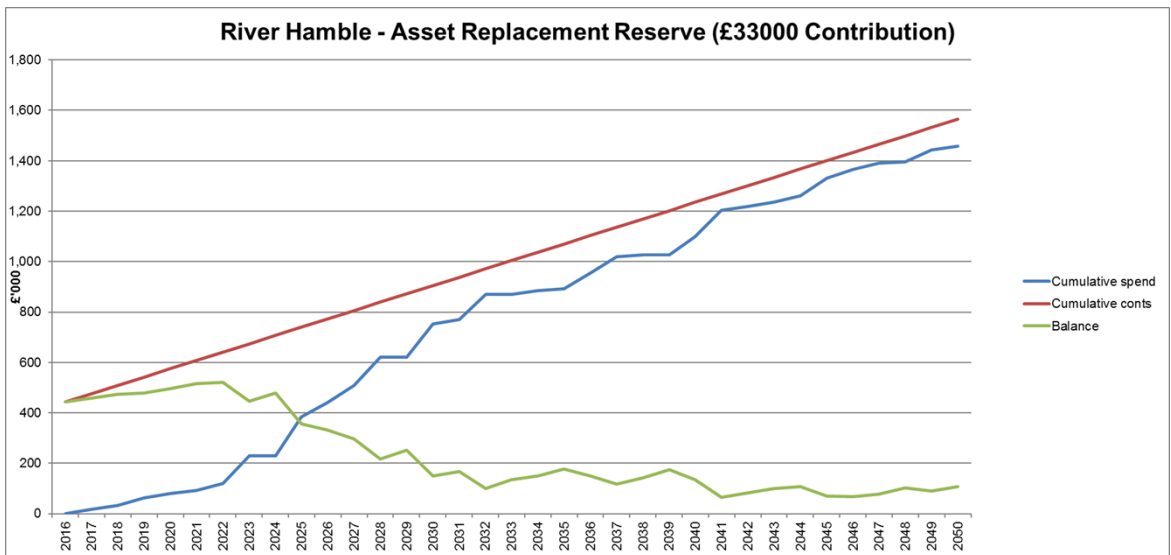
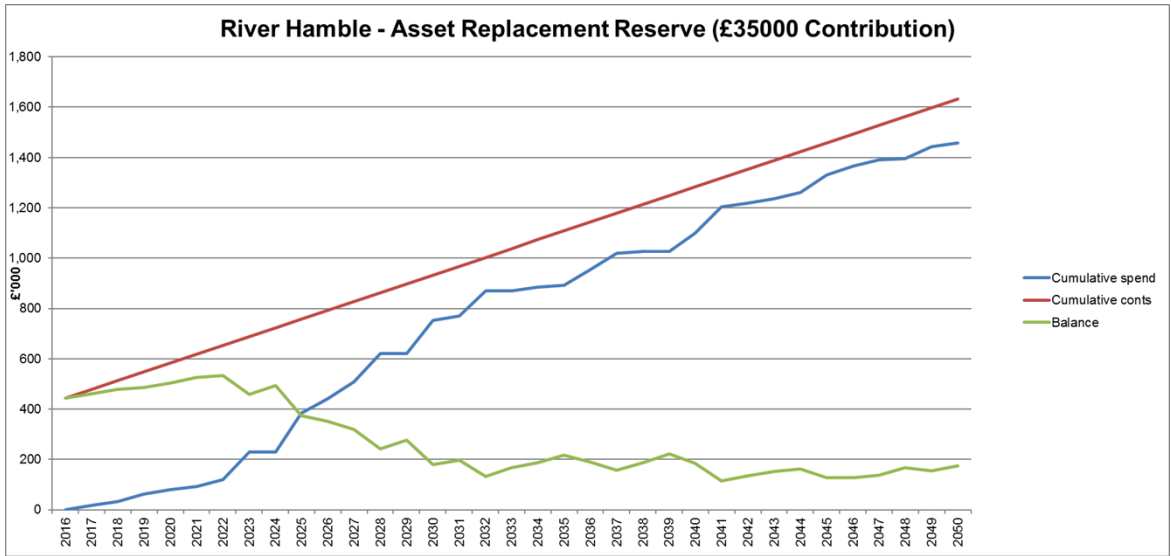
¹⁰ Strategic Plan 2018-2021 paragraph 6.1 dated 16 Jan 2018.

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

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.



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 be funded in any case, necessitating funding from Revenue with concomitant implications for the rate of annual income. Board Policy is to sustain it, pro-actively for a programme of enhancement opportunities. Acknowledging the

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).

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.)

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:

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:	12 July 2019
Title:	Proceedings of the Annual Forum
Report From:	Director of Culture, Communities and Business Services

Contact name: Jason Scott

Tel: 01489 576387

Email: Jason.scott@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to note the proceedings of the River Hamble Annual Forum held in the Victory Hall, Warsash on Tuesday 26 March 2019.

Recommendation

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

Contextual Information

3. The fourteenth River Hamble Annual Forum was held chaired by Councillor S D T Woodward. The meeting was much better attended than last year and those attending had clearly seen our advertisement. Members of the Harbour Board, Management Committee and Harbour Office staff attended. Details of the proceedings are at Appendix 1. The Harbour Master's Annual Report has been posted on the Harbour Authority website and is included at Appendix 2.
4. No formal deputations were made but there were a number of questions from the floor. These were answered as fully as possible at the time. A brief synopsis of the answers is provided at Appendix 1.

**River Hamble Annual Forum 2019 - Report of Proceedings
26 March 2019
Victory Hall Warsash**

The meeting opened at 1900.

Present:

Councillor Sean Woodward – Chairman
Councillor Keith Evans – Chairman of the River Hamble Harbour Board
Commander Jason Scott – Marine Director and Harbour Master
Mr David Shakespeare – Deputy Harbour Master
Mrs Alison Fowler – Environment and Development Officer
Mrs Donna Taylor – Administration Officer
Mr Peter Jennings – Patrol Officer

The Harbour Master opened by reading the Annual Report, at Appendix 2.

The Harbour Master then gave a pictorial presentation of the year on the River, explaining activities and points of safety.

Questions were then asked by members of the public on:

- Gas bottle types and risk in case of fire, based on last October's pleasure craft fire at Hamble.
 - The Marine Director described the course of events at the fire and gave an analysis of the event and the considerations that led to the fire being extinguished.
- A two-part question was asked about the presence of a seal in the River and whether that provided an indication of the health of the River and, secondly, what could be done with waste kelp/seaweed.
 - The Marine Director and Environment and Development Officer developed the theme of water quality and described the support being given to the Solent Oyster Restoration Project which would also give an indicator of water quality. The matter of seaweed collection was raised and the Marine Director set out the issues surrounding the disposal of salt-imbued seaweed which could not unfortunately be recycled but had to be disposed of via land-fill.
- A question was asked as to whether there would be any 'flare amnesties' this year.
 - The Marine Director explained the progress being made by the Department of Transport in putting together a long-term commercial solution to the disposal of Time Expired Pyrotechnics (TEPs) following the cancellation of the Maritime and Coastguard Agency's Marine General Notice 419 (Flare disposal instructions). The former DAEDALUS site would still continue to take flares but only after other avenues had been

explored (such as amnesties). The Marine Director explained that while Ramora Ltd (based in Fareham) no longer held the DFT disposal contract, their website would indicate the South Coast amnesty days they would support.

- Lands End Hard and drainage was discussed. The issue here was caused by drainage ashore, leading to erosion and increased run-off down the slipway and concomitant damage.
 - Since this issue was discussed, the road drainage issue has been resolved by Hampshire Highways although steps have yet to be taken to replace some of the slipway shingle lost. The member of the public who asked the question, the Chairman and the Marine Director are engaged in resolving the issue. The Marine Director would address the erosion aspect and keep the Chairman abreast of developments.
- A question was asked about the provision of tender storage for mid-stream moorers in the Upper River, following Premier Marinas' decision to remove that facility.
 - The Marine Director described the work of the informal Swanwick tender group in maintaining a storage space on public land adjacent to Swanwick car park. He went on to describe the appetite of Premier Marinas to contribute to improvements there. The Chairman then gave his views on the prospects for the site.

The draw for free tender applications then took place and, there being no further business, the meeting was declared closed at 2035.

Marine Director's Annual Report 2019

Good evening everyone and thank you once again for attending this year's Annual Forum. Before I start, I would, as always, first like to register my thanks for the way in which we have received support over the past year. A number of developments on the River, in particular at Premier and Deacon's Marinas have generated some very helpful discussion and we have now seen those programmes of work commence.

The core Harbour Authority Team has, with one exception, remained unchanged and we look forward to seeing everyone on the water over the coming season. Brett Winslade has now retired and Steve Merrick, our resident artist, has joined full-time. Following a competitive recruitment programme, we are looking forward to welcoming our new Seasonal Patrol Officer, Roslyn Cameron.

I will begin with safety matters. Our Marine Safety Management System has undergone two routine inspections by our independent Designated Person. Each of our Risk Assessments has undergone review and, where necessary, the cascading Standard Operating Procedures have been adapted. The System has been certified as being compliant. We have also undergone two routine inspections as a Local Light House Authority by officers of Trinity House. One of these – the paper audit - was our first in a number of years and our Aids to Navigation were found to be in good order on paper and in practice. Individual River Events have been reported upon fully over the course of the past year in my regular papers to the Management Committee and Harbour Board. It is worth highlighting one matter above others, that of anti-social behaviour at and near Hamble Jetty. Not only did this create additional risks for River Users and RHHA staff, it also caused the Hamble community much disquiet. Violence, verbal assault and criminal damage took place over an extended period in the warm weather. The perpetrators were a group of younger people, some of whom displayed scant regard to the Law. A joint effort by the Police, the Parish Council, Eastleigh Borough Council and the Harbour Authority led to the enforcement of three consecutive Police Dispersal Orders covering the shore and afloat area between Hamble River Sailing Club and Hamble Yacht Services, enabling the Police to take targeted action. These were effective. Notices to River Users were issued warning mariners of the dangers when navigating in the vicinity of Hamble Jetty. This year, the Harbour Authority has attended a public meeting hosted by the Parish Council to shape action to bear down on any similar activity this year. Eastleigh Borough Council is, at the time of writing, consulting on the implementation of a Public Space Protection Order for Hamble foreshore. This will give the appropriate authorities additional powers of enforcement. Separately, petty theft continues and I would ask River Users to be vigilant. Our CCTV systems continue to be effective in providing the Police with material to identify thieves at Warsash but theft remains an unfortunate reality for River Users. The nature of my report requires me to focus on these matters but I would like to end on a positive note by reflecting that the sailing season saw some real enjoyment last year with some wonderful events and great spirit which I will cover in more detail later.

In Governance terms there have been no changes on the Harbour Board. Following the retirement of Captain Martin Phipps as Harbour Master at Southampton, Captain Phil Buckley will be joining the Management Committee. I would like to thank Martin publicly for the support he has given us over the years.

Our financial position last year saw the Harbour Board increase Harbour Dues by one and a half per cent, the first increase for four years. It is worth mentioning that Harbour Dues are set at a level that is 7% less than in 2009. While imaginative ways of bearing down on costs have been implemented, they have risen over that period. The fundamental need to deliver the requirements of the Port Marine Safety Code means that the budget is under review. The Revenue position has meant that the Revenue Reserve has been used to make up our commitment to contribute to our Asset Replacement Reserve, necessary to ensure that essential operational facilities are sustained. That position is not sustainable and the Board will, as always, be looking closely at our Annual Accounts and Asset Review work this Summer to ensure that any adjustment that may be required meets the long-term needs of the Authority. As usual, River users can be reassured that Harbour Dues will continue to be set at a level that is both prudent and matches our ongoing duty to maintain safety.

Our report on our Forecast Outturn and 2019/20 Forward Budget is available on our website under the minutes of the Harbour Board meeting of 11th January.

I would just like to add that, as usual, Councillor Woodward will be drawing the names for our free tender berths at Warsash and Hamble at the end of this meeting.

A number of developments are taking place at the time of writing. The reconfiguration of Premier Marina at Swanwick is coming to the end of phase one in a major project that will see the number of piers increase from six to seven. The number of berths will reduce, reflecting the type of craft occupying the Marina. Next Autumn will see the second phase underway, at the Western side of the Marina. Deacon's Marina saw its reconfiguration begin on 25 March. Public and private prospective developers continue to take advantage of the Harbour Authority's service in providing advice and guidance with regard to the application of existing and new legislation. We would always advise anyone considering an application to contact the Harbour Office early.

This season, we have enjoyed a number of very well organised events. We are fortunate in that we have four extremely active sailing clubs with strong reputations whose programmes draw competitors from far and wide. It is always difficult to single out events but 2018 saw the fourth running of the River Hamble Games with the sailing component of that combined, unusually, with the Harbour Master's Charity Pursuit Race, once again in support of Parkinson's UK. The Bursledon Regatta theme this year was 'Australia' with cork hats in abundance. Both were as popular as ever and a huge draw for both competitors and spectators. This year, the Harbour Master's Pursuit Race will take place on 1st June and the Bursledon Regatta over the August Bank Holiday Weekend. Harbour Master Pursuit Race forms will be available on our Harbour website and in the Office as usual.

I would like to advertise a number of pieces of work that will be of benefit to River Users. First, the 2019 edition of the River Hamble Handbook, part-funded by the Harbour Authority, is now available from the Harbour Office and Marinas and Boatyards. A revised version of the River Hamble Visitors' Guide which provides enhanced safety information, as well as useful material on facilities has also been published. Copies of both are available here at the Annual Forum. The safety information contained in these important documents supplements that published on Chart 2022 and helps ensure that our risks are maintained at a level that is as low as reasonably practicable.

I have spoken about our focus on matching the requirements of the Port Marine Safety Code with our income streams. That process also means bearing down on our expenditure. To that end, we have explored a number of different ways of achieving best value for money for River Users. The benefits are not only seen in the savings made but also in ownership of our assets. The team has this year saved a significant amount by implementing a more cost-efficient clearance of the slipway at Warsash. We have also, where it is safe and appropriate to do so, conducted minor engineering works on our structures and equipment ourselves, most notably on Warsash and Hamble Jetties. These steps have also ensured that our important Reserves are managed efficiently. Visitors to the Harbour Office will have noticed the refresh of the office reception area, thanks to our own work, the use of recycled materials and the artistic talents of our Patrol Officer Steve Merrick.

We continue to manage over six hundred mid-stream moorings and a strong waiting list under our management agreement with the Crown Estate. This year, the Crown Estate will be conducting a further phase of pile maintenance and replacement and we will ensure that those affected are informed in good time so that owners may have the chance to match essential works with their own preferences. We are mindful of the need to monitor the types of moorings available and the needs of those wishing to take up moorings in order to assist the Crown Estate in its decision-making regarding modification of the current mooring pattern. It is notable that the 12 metre category remains the most popular. Those applying for moorings for vessels under 9 metres and over 15 metres will, on balance, wait less time. As last year, a comparison of other Harbours' rates shows that the Hamble remains competitive.

With last Summer's events at Hamble Jetty in mind, the Harbour Authority has been engaged in a programme of school and other briefings to highlight both the pleasures of our River and its dangers. I have also given a number of presentations to interested groups in the local community, including groups representing the U3A, the Womens' Institute, Rotarians and Sailing Clubs. All have been thoroughly enjoyable and allowed those with a love for the Hamble to give feedback on their needs.

Inter-agency co-operation aimed at improving mutual awareness and capability has continued to be a relevant safety theme. The Harbour Authority has hosted a number of familiarisation visits from HM Coast Guard to enhance CG knowledge of our Standard Operating Procedures, in particular regarding the need to direct casualty vessels to

Warsash. We plan to conduct a reciprocal visit to the CG HQ over the coming months. Cooperation with Hampshire Marine Police Unit, as well as Hampshire Constabulary has been routine but enhanced through joint effort with Hamble Parish and Eastleigh Borough Councils to combat last Summer's anti-social behaviour at Hamble. Vulnerable as it is to illegal movement of goods and people, we have enjoyed notable successes in reporting unusual activity to both the Police and UK Border Force.

In August, our five-yearly review of our Oil Spill Response Plan was approved by the Regulator, the Maritime and Coastguard Agency, as required by the Merchant Shipping (Oil Pollution Preparedness, Response Cooperation Convention) Regulations 1998. I, along with our Environment Officer and Deputy Harbour Master have attended our three-yearly oil spill response refresher course with our contractor, Adler and Allen.

Our long-term effort to work with Highways England to safeguard the drainage from the M27 Bridge has seen some movement. An amount of money has been ear-marked with the potential for the project to be included under the 'Smart Motorways' initiative. Confirmation that this will take place has yet to be received but I and our Environment Officer hosted a meeting with the relevant actors and took them by boat to view the current unsatisfactory drainage arrangements last week.

We continue to work with external partners on ways to improve the River's biodiversity and have supported the Solent Oyster Restoration project. This is a joint initiative between the Blue Marine Foundation and Portsmouth University. Covered by the BBC's Countryfile programme in May, the project has seen us lay juvenile oysters on the River bed in a number of locations. While checks on their mortality have yet to take place, a successful outcome is expected to lead to large-scale seeding of this important population with the Hamble at the forefront of the wider plan of re-introduction.

The Hamble Estuary Partnership (HEP), run by the Harbour Authority and newly chaired by Dr Simon Bray, has continued to add value as a network for a wide variety of organisations with an interest in the River. We have been active, too, in the Solent Forum. I have taken up the Chairmanship of the Solent European Marine Sites Management Group.

The Environment & Development Manager (EDM) is a member of the Technical Group on the BUDS project – Beneficial Reuse of Dredged Sediment. Following a successful funding bid, Phase 2 will now assess the feasibility of both realistic and aspirational options to use dredged material to project the saltmarsh and improve flood defences in the Western Solent. Opportunities for small scale saltmarsh 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.

I and our EDM 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 here was on sharing knowledge, ideas and a commitment to tackling 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 such as use of fertilisers and the downstream impacts in the marine environment such as algal mats blocking slipways, and it highlighted how EA and NE can use evidence and information, good practice and innovation to direct and target resources to deliver improvements locally.

The Marine Management Organisation (MMO) published the long-awaited South Marine Plan in July 2018. It provides a legal framework that will shape and inform decisions over how the areas' waters are developed, protected and improved over the next 20 years. The Plan must be used for all planning decisions for the sea, coast, estuaries and tidal waters as well as developments that impact these areas, such as infrastructure. All public authorities are responsible for implementing the South Marine Plan through existing regulatory and decision-making processes. RHHA has fully engaged with the MMO for the roll out of the plan locally by attending workshops and organising briefings for the HEP, Management Committee and the region's Harbour Masters.

The Hampshire & IOW Wildlife Trust's project 'Secrets of the Solent' has now commenced. The project aims to "start to establish the unique existing 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". It hopes to capture the public's interest in the local marine environment in the way the BBC's Blue Planet has. 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.

RHHA's online interactive map 'Riverview' has now 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, details of certain wrecks and the local planning authorities' mooring restriction areas. The map can be accessed on our website.

I hope as always that River Users will have found this report useful and would welcome any questions that may arise either now or at any stage direct to the Harbour Office.

REQUIRED CORPORATE AND 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

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

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 by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) 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 protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are 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 in which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

An EIA is not required as no negative impacts are anticipated.

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	River Hamble Harbour Board
Date:	12 July 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

Purpose of this Report

1. The purpose of this report is to set 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.

Recommendation

2. That the report be noted.

REQUIRED CORPORATE AND LEGAL INFORMATION:

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- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) 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 protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are 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 in which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

- (a) An EIA is not required as no negative impacts are anticipated.

Management Committee Date	Agenda Item	Harbour Board Date
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 (if applicable) 	12 July 2019
13 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
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