

Public Document Pack



NOTICE OF MEETING

Meeting	River Hamble Harbour Management Committee
Date and Time	Friday, 1st December, 2017 at 10.00 am
Place	Warsash Sailing Club, SO31 9FS
Enquiries to	members.services@hants.gov.uk

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

FILMING AND BROADCAST NOTIFICATION

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

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

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

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

To confirm the minutes of the previous meeting held on 8 September 2017.

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. MARINE DIRECTOR AND HARBOUR MASTER'S REPORT AND CURRENT ISSUES (Pages 11 - 18)

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.

7. ENVIRONMENTAL UPDATE (Pages 19 - 24)

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

8. REVIEW OF FEES AND CHARGES (Pages 25 - 30)

To consider a report of the Director of Culture, Communities and Business Services to review the fees and charges for the Harbour Authority.

9. RIVER HAMBLE 2017/18 FORECAST OUTTURN AND 2018/19 FORWARD BUDGET (Pages 31 - 46)

To consider a report of the Directors of Corporate Resources – Corporate Services and Culture, Communities and Business Services outlining the forecast outturn for 2017/18 and the forward budget for 2018/19.

10. FORWARD PLAN FOR FUTURE MEETINGS (Pages 47 - 52)

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

ABOUT THIS AGENDA:

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

ABOUT THIS MEETING:

The press and public are welcome to attend the public sessions of the meeting. If you have any particular requirements, for example if you require

wheelchair access, please contact members.services@hants.gov.uk for assistance.

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

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Public Document Pack Agenda Item 3

AT A MEETING of the River Hamble Harbour Management Committee of
HAMPSHIRE COUNTY COUNCIL held at Warsash Sailing Club, Winchester on
Friday, 8th September, 2017

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. Councillor Trevor Cartwright - Fareham Borough Council
p. Councillor Frank Pearson - Winchester City Council
p. Trevor Pountain - Association of River Hamble Yacht Clubs
p. John Selby - Royal Yachting Association
p. Nicola Walsh – British Marine

13. APOLOGIES FOR ABSENCE

Apologies were received from Dermod O'Malley and from Councillor Cooper.
Councillor Tennent was in attendance as the Liberal Democrat deputy.

14. 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.

Ms Nicola Walsh declared a Disclosable Pecuniary Interest as an employee of Premier Marinas; Cllr Cartwright declared Personal Interests as a member of Warsash Sailing Club and the Royal Yachting Association; Mr John Selby declared Personal Interests as a trustee of Warsash Sailing Club; committee member of the Royal Yachting Association, of the River Hamble Combined Clubs and of the River Hamble Mooring Holders Association; Mr Trevor Pountain declared Personal Interests as the Chair of the Association of River Hamble

Yacht Clubs, a member of the Hamble River Sailing Club, the Royal Southern Yacht Club, the Royal Yachting Association and as a mooring holder.

15. MINUTES OF PREVIOUS MEETING

The Minutes of the Committee meeting held on 23 June 2017 were confirmed as a correct record and signed by the Chairman.

16. DEPUTATIONS

There were no deputations on this occasion.

17. CHAIRMAN'S ANNOUNCEMENTS

There were no announcements on this occasion.

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

The Committee considered the report of the Director of Culture, Communities and Business Services (Item 6 in the Minute Book) regarding incidents and events in the Harbour and updates from the Marine Director.

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

In reference to the recommendations listed at section 4.6 of the report, discussion was held regarding the liability for swimming in the River were the Harbour Authority to put in place signage to alert swimmers to potential risks. The Committee were advised that whilst there may still be some liability, because the River is under the jurisdiction of the Harbour Authority, individuals were required to take responsibility for their own actions and to act appropriately based upon advice given.

RESOLVED:

That the River Hamble Harbour Management Committee:

- a) Notes paragraphs 1, 2 and 3.
- b) Agrees to recommend to the Board endorsement of the recommendations made at paragraph 4.6 a-f.

19. ENVIRONMENTAL UPDATE

The Committee considered the report of the Director of Culture, Communities and Business Services (Item 7 in the Minute Book).

The report summarised environmental management of the Hamble Estuary throughout June and July 2017.

Members expressed their gratitude to the Harbour Authority and to ABP for the River Hamble Safeguarding Agreement drawn up in response to the Southampton Water Capital Dredge as referred to within section 2.1 of the report.

The Committee discussed the high levels of zinc in the River Hamble and the reasons behind varying rates of anode decay. Members were informed that, in some instances, boat owners had unknowingly placed too many anodes onto their vessels which had potentially further increased zinc levels in the water. To mitigate this, it was reported that educating and advising river users would be important going forward. It was confirmed, in response to Members' questions, that the average zinc level during the PhD research was 8.07ug/l and that to have any significant adverse environmental impact, the zinc level would need to be at or above 30ug/l.

RESOLVED:

That the River Hamble Harbour Management Committee notes the report.

20. **HARBOUR WORKS CONSENT APPLICATION**

The Committee considered the report of the Director of Culture, Communities and Business Services (Item 8 in the Minute Book).

The report outlined an application, made by Marina Development Limited to extend five piers at Hamble Point Marina.

Members discussed any possible environmental impact of the proposals. The Committee heard that Natural England had not deemed the application to have any significant environmental effect and was satisfied that consent for the proposal be granted.

With regards to recommendation 9.1d, discussion took place about the varying widths of the new access channel created by the new extension and the need to reflect that in the recommendation made.

With regards to recommendation 9.1e, it was noted that not specifying a freeboard height for any vessel which would be moored on the hammerheads was intended to encourage the applicant, MDL Marinas, to consider the nature of the vessels which are moored and to provide greater flexibility by not stipulating a regulation height.

Members praised the report and some members noted that, if approved, the development had the potential to generate additional revenue for the local economy.

The Chairman proposed that a vote be taken on the recommendations. The majority vote was in favour of the proposals and the recommendations were duly agreed as below.

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 Section 3 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 3.5.
- b. The development is constructed in accordance with the guidance given in the industry Code of Practice for the design of marinas.
- c. Hamble Point Marina conducts a revised Risk Assessment within its own Safety Management System to reflect and manage the risks of the changes made and provides self-certification that it has done so prior to any construction taking place. That risk assessment will in particular address the management of risk of vessels entering and particularly leaving the Marina and conflicting with other vessels (especially small vessels including dinghies, kayaks and canoes) using the access channel. This will include the following control measures being put in place prior to berths being allocated:
 - i. The affixing of appropriately visible signage (at least 1m in height and 1.5m width, with the wording 'GIVE WAY TO TRAFFIC USING THE ACCESS CHANNEL') at the exit of each Marina channel to show that vessels leaving the Marina are required to give way to those vessels using the access channel.
 - ii. written advice to all Marina berth holders and inclusion in the terms of berth-holders' lease of the requirement to give way as at 9.1c.i above, coupled with the right of termination in the event of non-compliance.
 - iii. Suitable advice must also be made available for visiting vessels.
- d. The beam of craft moored on the new Hammerheads will be limited to 4.7m with no double berthing or rafting allowed. The concomitant impact of the narrower width of the channel will be to limit the length of craft using it to 17.7m (53ft) at this narrowest point, which may affect the overall berthing plan within the Marina.
- e. The freeboard height of any vessel moored on the hammerheads shall be such as not to prevent adequate visibility of craft, particularly small craft, using the access channel and, in turn, to afford the necessary visibility to craft exiting the Marina.

- f. The existing Aids to Navigation marking the end of each finger pontoon should be adjusted Riverwards by MDL as appropriate and the necessary facts reported to Trinity House and UKHO, keeping the RHHA informed. No additional lighting to be placed on the pontoons to effect or impact on the visibility or characteristics of Aids to Navigation.
- g. Vibro-piling should be used as a standard. Percussive piling must only be used if needed to drive a pile to its design depth. If percussive piling is necessary then soft-start procedure must be used to ensure incremental increase in pile power over a set time period until full operational power is achieved.
- h. Due to the sensitivity of the summer fish migration season, piling works are best undertaken outside of the summer migration period. Natural England suggests that further advice is sought from the Environment Agency with regard to timing restrictions.
- i. All equipment, temporary structures, waste and/or debris associated with the licensed activities are removed upon completion of the licensed activities.
- j. The development must be completed within 3 years from the date of the approval granted by the Harbour Board.

21. **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 (Item 9 in the Minute Book).

RESOLVED:

That the River Hamble Harbour Management Committee notes the report.

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HAMPSHIRE COUNTY COUNCIL

Report

Committee	River Hamble Harbour Management Committee
Date:	1 December 2017
Title:	Marine Director and Harbour Master's Report and Current Issues
Report From:	Director of Culture, Communities and Business Services

Contact name: Jason Scott

Tel: 01489 576387

Email: Jason.Scott@hants.gov.uk

1. Summary

- 1.1. This report combines the reports of the Harbour Master and Marine Director, summarises the incidents and events in the harbour and covers any issues currently under consideration by the Marine Director.

2. Patrols

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

3. Incidents and events

- 3.1. The reporting period has seen the following trends:

- a. Further occurrences of commercial bait-digging, at a level consistent with that experienced at this time of the year.
- b. A number of propulsion failure-related incidents, not inconsistent with those experienced in previous years.
- c. A number of incidents involving fouled propellers, caused by inexperience or misjudgement when picking up or leaving moorings. This number is small and also similar to that experienced in previous years.
- d. For situational awareness, figure 1 illustrates the ratio of patrol attendance for both 2016 and 2017.

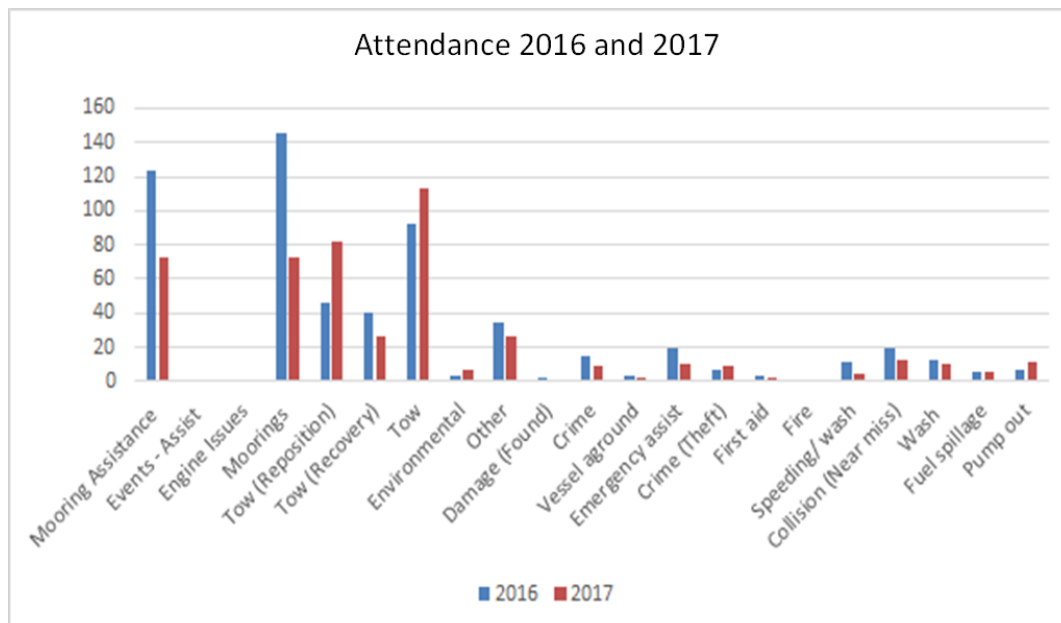


Figure 1 – Patrol attendance figures

- 3.2. 05 Oct. Routine patrol and moorings checks. Routine inspection of Aids to Navigation.
- 3.3. 06 Oct. Routine patrol and moorings checks. Continued routine inspection of Aids to Navigation and liaison with Light service provider.
- 3.4. 07 Oct. Routine patrol and moorings checks. Freed a yacht with fouled mooring lines. Support to a visiting yacht rally.
- 3.5. 08 Oct. Routine patrol and moorings checks. Moved an incorrectly moored yacht to the midstream Visitors' Pontoon. Further checks (correct) on changed light (No 9 Pile).
- 3.6. 09 Oct. Routine patrol and moorings checks. Monitoring of bait digging in the vicinity of Badnam Creek.
- 3.7. 10 Oct. Routine patrol and moorings checks. Routine liaison with a Boatyard. Tide Gauge maintenance. Routine patrol and moorings checks.
- 3.8. 11 Oct. Routine patrol and moorings checks. Continued Tide Gauge maintenance. Monitoring of bait digging near Salterns Boatyard, Swanwick Hard and near the Chinese Bridge
- 3.9. 12 Oct. Routine patrol and moorings checks. Further monitoring of bait digging in Badnam Creek. Support to a Southampton Solent University PhD Study on sound transmission.
- 3.10. 13 Oct. Routine patrol and moorings checks. Monitoring of bait digging in Warsash area.

- 3.11. 14 Oct. Routine patrol and moorings checks. Towed a yacht with a propulsion defect from the mouth of the River to Hamble Point Marina.
- 3.12. 15 Oct. Routine patrol and moorings checks. Routine Patrol boat maintenance.
- 3.13. 16 Oct. Routine patrol and moorings checks. Refit of bilge pump in HYDRA.
- 3.14. 17 Oct. Routine patrol and moorings checks. Assistance provided to a fishing vessel broken down in the mouth of the River. Towed to Warsash for defect rectification. Support to a River User whose vessel had fouled her mooring chains. Report of collision damage on the 'G' Run between a vessel underway and a moored craft. No witnesses. Logged. Routine liaison with Southern Inshore Fisheries Conservation Authority. Movement of vessels to meet the requirements of the routine Crown Estate Pile Replacement Programme.
- 3.15. 18 Oct. Routine patrol and moorings checks. Patrol gave assistance to a tender caught in a strong ebb. Quarterly Operational and Safety Meeting. Record of decisions and actions incorporated into the Marine Safety Management System. Monitoring of further bait digging at Badnam Creek. Movement of vessels to meet the requirements of the routine Crown Estate Pile Replacement Programme.
- 3.16. 19 Oct. Routine patrol and moorings checks. Movement of vessels to meet the requirements of the routine Crown Estate Pile Replacement Programme.
- 3.17. 20 Oct. Routine patrol and moorings checks. Preparation for forecast poor weather over the weekend (Storm Brian).
- 3.18. 21 Oct. Routine patrol and moorings checks. Rendered assistance to a number of yachts with unfurled sails in high winds. Re-secured compromised fendering on a number of berths.
- 3.19. 22 Oct. Routine patrol and moorings checks. Assisted a vessel with a propulsion defect alongside the scrubbing piles at Warsash. High winds persisting in the aftermath of Storm Brian.
- 3.20. 23 Oct. Routine patrol and moorings checks. Movement of vessels to meet the Crown Estate pile maintenance programme requirements.
- 3.21. 24 Oct. Routine patrol and moorings checks. Commercial boat operator coding. Assistance to a River user in the recovery of submerged equipment. Routine liaison with Crown Estate Mooring Contractor regarding the ongoing pile maintenance programme. Movement of vessels to meet the programme requirements. Attended a mooring reported as having a failed riser. Vessel secured. Photographs taken and passed to the appropriate contractor for defect rectification. On passing, patrol noticed a yacht with an open cockpit hatch. Reported the same to the yacht owner and re-secured the hatch.
- 3.22. 25 Oct. Routine patrol and moorings checks. Movement of vessels to meet the Crown Estate pile maintenance programme requirements. Bailing out of tenders alongside at Warsash.

- 3.23. 26 Oct. Routine patrol and moorings checks. Re-secured a loose boom on a midstream-moored yacht. Assisted a yacht with a fouled propellor at her mooring. Routine check of patrol boats' First Aid equipment..
- 3.24. 27 Oct. Routine patrol and moorings checks. Attended a yacht with no obviously fitted pile lines. Reported to owner for rectification. Monitored commercial bait digging at Warsash. Routine liaison with Hampshire Police.
- 3.25. 28 Oct. Routine patrol and moorings checks. Walk ashore at River Hamble Country Park for litter collection on the foreshore. Attended a non-paying yacht on the midstream Visitors' pontoon.
- 3.26. 29 Oct. Routine patrol and moorings checks. Patrol took a number of calls from River Users regarding a speeding motorboat between Swanwick and Mercury Bend. Patrol attended the scene and witnessed the craft at speed. On pursuit, craft quickly recovered by owners at Swanwick Slipway and departed, towed by a vehicle at speed. Event reported to Hampshire Police and subject to ongoing joint investigation.
- 3.27. 30 Oct. Routine patrol and moorings checks. Patrol attended a yacht aground on Hook Spit on a falling tide. Yacht (chartered) freed and returned to charter company for damage assessment.
- 3.28. 31 Oct. Routine patrol and moorings checks. Patrol assisted a yacht onto the Warsash scrubbing piles. Further movement of vessels to meet the Crown Estate pile maintenance programme requirements
- 3.29. 01 Nov. Routine patrol and moorings checks. Routine liaison with Crown Estate Mooring Contractor. Movement of vessels to meet the programme requirements. Patrol moved a tender from Warsash to Hamble at the request of her owner.
- 3.30. 02 Nov. Routine patrol and moorings checks. Reduced visibility owing to fog during the forenoon. Advice given afloat to River Users regarding fog routine in the River.
- 3.31. 03 Nov. Routine patrol and moorings checks. Further investigation with the Police into the speeding incident of 29 Oct. Follow-up on two non-paying visiting yachts.
- 3.32. 04 Nov. Routine patrol and moorings checks. Routine liaison a River Boatyard.
- 3.33. 05 Nov. Routine patrol and moorings checks. Escorted a yacht with defective motor propulsion to a mid River marina. Patrol supported the routine Wetland Birds Survey. Supported visit of 'Princess Caroline'.
- 3.34. 06 Nov. Routine patrol and moorings checks.
- 3.35. 07 Nov. Routine patrol and moorings checks. Movement of vessels to meet Crown Estate pile replacement programme requirements.
- 3.36. 08 Nov. Routine patrol and moorings checks. Liaison with a sailing club regarding a half-submerged pontoon.

- 3.37. 09 Nov. Routine patrol and moorings checks. Routine liaison with the Crown Estate mooring contractor. Work on the 'A' Run complete. Return of vessels to their proper moorings. Liaison as necessary with owners.
- 3.38. 10 Nov. Routine patrol and moorings checks. Routine Marina liaison visit. Preparation for a rally.
- 3.39. 11 Nov. Routine patrol and moorings checks. Litter collection ashore at the River Hamble Country Park jetty.
- 3.40. 12 Nov. Routine patrol and moorings checks. Assisted a yacht with motor propulsion failure.

4. Marine Safety Management System

- 4.1. The next inspection of the Marine Safety Management System will take place on 30 November.

5. Recommendations

- 5.1. It is recommended that the River Hamble Harbour Management Committee:
 - a) Notes paragraphs 1, 2, 3 and 4.

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

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

Section 100 D - Local Government Act 1972 - background documents

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

Document

Location

None

IMPACT ASSESSMENTS:

1. Equality Duty

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

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

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

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

1.2. Equalities Impact Assessment:

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

2. Impact on Crime and Disorder:

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

3. Climate Change:

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

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

HAMPSHIRE COUNTY COUNCIL

Report

Committee	River Hamble Harbour Management Committee
Date:	1 December 2017
Title:	Environmental Update
Report From:	Director of Culture, Communities and Business Services

Contact name: Alison Fowler

Tel: 01489 576387

Email: Alison.fowler@hants.gov.uk

1. Summary

- 1.1. This report summarises activities relating to the River Hamble Harbour Authority's (RHHA) environmental management of the Hamble Estuary during autumn 2017.

2. Updates

- 2.1. Port Waste Management Plan.

The River Hamble Port Waste Management Plan has been approved by the Maritime & Coastguard Agency under the Merchant Shipping (Port Waste Reception Facilities) Regulations 2003 (as amended). The Plan had been updated by the Environment & Development Manager (EDM) with input from the River's marinas, yards and sailing/yacht clubs, as is required every 3 years.

- 2.2. Warsash Link Pontoon.

Following the approved installation of the Warsash link pontoon in November 2016 which connected the Harbour Master's Jetty and Fishermen's jetty, two 'finger pontoons' have been added to the arrangement, connected to a bracket on the main pontoon. They act as a buffer between the boats moored at adjacent locations. The relevant approvals, variation and exemption registrations were obtained.

- 2.3. Winter maintenance projects.

Pile replacement works are due to be undertaken this winter at the Royal Southern Yacht Club, Port Hamble Marina and various Crown Estate mid-stream moorings. Routine maintenance dredging has been approved for this coming winter at Hamble Point Marina, Port Hamble Marina and Mercury Marina. Methodology and dredging volumes are consistent with the approved River Hamble Maintenance Dredge Plan.

- 2.4. Solent Forum and Solent European Marine Sites (SEMS) Management Group.

The EDM attended the bi-annual meetings of the Solent Forum (SF) Members' Meeting, the SF Natural Environment Group, and the annual Solent European Marine Sites (SEMS) Management Group. Attendance ensures the RHHA both inputs and remains up to date on emerging issues and project work, and that environmental obligations continue to be met. The annual process relating to the SEMS Management Group ensures that relevant authorities such as RHHA are fulfilling

duties with regards to monitoring and managing the impacts that activities (as opposed to plans or developments) have on the protected SEMS.

2.5. Beneficial Use of Dredgings in the Solent (BUDS) Project.

The EDM attended the first meeting of the technical group that is overseeing Phase 1 of the Solent Forum BUDS project. The project, which aims to try and make best use of arisings for habitat creation and coastal defence, compliments and builds upon RHHA's 2016 River Hamble Saltmarsh & Sediment Study. The overall aim of the phased Solent Forum BUDS project is to "bring about beneficial use of dredging within one or more Solent sites, using an incrementally phased approach to scope and cost sediment sourcing and sediment receiver sites, building a system of protocols and guidance." The Phase 1 review, being undertaken by ABP Mer, is an initial, small-scale, investigation designed to achieve the following:

- Briefly review history of beneficial use;
- Identify potentially suitable sites for implementing a project that beneficially uses fine dredge sediment for habitat restoration (and other functions);
- Identify potential partnership members to realise such a future project.

2.6. The Seaview Project has moved on a stage following a workshop of the Hamble sub-group. The group assessed responses given to an Environment Agency consultation of local stakeholders (via the Hamble Estuary Partnership) conducted on a list of potential options throughout the estuary for habitat enhancement opportunities. Identifying these 'mitigation measures' is required under the Water Framework Directive to ensure the estuary can reach the classification 'good ecological potential'. This is separate, although complementary, to work required under the Habitats Regulations relating to protection and enhancement of the associated designated sites. Some options relating to removal of structures were discounted on the basis of protection of heritage features and/or high risk of habitat damage in accessing structures, however, over 30 potential options were discussed to be taken forward for further consideration. There are significant challenges to delivery of these options, including funding, landowner agreement, and further appropriate research into understanding the true benefits of some designs of ecological enhancement.

2.7. Solent Oyster Restoration Project

RHHA has been approached with a view to the Hamble Estuary being used as key location for the next phase of the project, to include both more brood-stock cages and re-seeding the river bed population, subject to the project organisers Blue Marine Foundation obtaining the relevant permissions and funding.

3. Recommendations

3.1 It is recommended that the River Hamble Harbour Management Committee notes the contents of this report.

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

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

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

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

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
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1.2. Equalities Impact Assessment:

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

2. Impact on Crime and Disorder:

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

3. Climate Change:

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

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

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HAMPSHIRE COUNTY COUNCIL

Report

Committee	River Hamble Harbour Management Committee
Date:	1 December 2017
Title:	Review of Fees and Charges
Report From:	Director of Culture, Communities and Business Services

Contact name: Jason Scott

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

1. Summary

1.1. This report forms a review of fees and charges applicable to the River Hamble. It does not cover Harbour Dues for privately owned leisure vessels, which have been reviewed separately.

2. Fees and Charges

2.1. It is proposed that Harbour Dues for commercial vessels should remain unchanged for the third consecutive year, as follows:

- a. The charge for a commercial vessel visiting Hamble harbour: 13p plus VAT per Gross Registered Tonne (GRT) per visit.
- b. In addition, the charge for commercial vessels visiting the Hamble harbour and licensed to carry more than 12 passengers which either embark or disembark passengers on public jetties: 50p plus VAT per passenger.

2.2. In line with the policy adopted for Harbour Dues, it is proposed that there should be no increase for charges for Harbour Works Consent. Thus, it is proposed that the following charges will remain in place from 1 April 2018:

Size of project	Size increment	Proposed total charge for 2018/19
Up to and including 100 sq. metres	Nil	£400 + VAT
Over 100 sq. metres up to 500 sq metres	Nil	£451 + VAT
Over 500 sq. metres up to 2,500 sq. metres	Nil	£605 + VAT
Over 2,500 sq. metres up to	Nil	£1117.50 + VAT

10,000 sq. metres		
Over 10,000 sq. metres	Nil	£1630 + VAT
A reduced fee for applications which fall within the Harbour Master's delegated powers, and consents for maintenance work to structures etc.	Nil	£153.50 + VAT
Pre-application consultation fee. Attendance at the Streamlined Consents Meeting and one hour of pre-application consultation will be at no charge.	Nil	£49 per hour + VAT (for every hour or part thereof, after the first hour)
Routine maintenance dredge (per dredge campaign)	Nil	£153.50 + VAT
Capital dredge up to and including 500m ³	Nil	£88
Capital dredge of 501m ³ to 2,500m ³	Nil	£176
Capital dredge of 2,501m ³ to 10,000m ³	Nil	£880
Capital dredge over 10,001m ³	Nil	£1,353

2.3. An additional charge of £50 + VAT is made for each Notice to River Users required in connection with each project.

2.4. It is further recommended that the Harbour Board adopts the following rates for discretionary services provided by the Harbour Authority for 2017/18. The figure for towing has been changed to bring it into line with other harbour authorities' figures and not risk undercutting local businesses.

Service	Rate
Emergency towing to nearest point of safety	Free of charge
Other towing/movement of boats within the Harbour Authority limits (at owners request)	£82 per tow + VAT. An additional hourly rate will apply for operations which take more than one hour.
Use of maintenance piles	£25 (inc VAT) per 24 hours or part thereof. Vessels displaying a valid annual Harbour Dues sticker are entitled to the first 24 hours free of charge.
Specific visits to check on boats for security/damage (at owners request)	£49 per hour + VAT. Minimum charge £24.50 + VAT
Replacing broken or missing fenders or	£49 per hour + VAT.

warps (at owners request)	Minimum charge £24.50 + VAT, plus 120% of cost of materials used.
Pumping out (to prevent further damage)	£49 per hour + VAT. Minimum charge £24.50 + VAT
Re-securing or lashing sails and covers (to prevent further damage)	£49 per hour + VAT. Minimum charge £24.50 + VAT

3. Recommendation

- 3.1. That the River Hamble Harbour Management Committee recommends to the River Hamble Harbour Board to approve the fees and charges set out above and to advertise them on the River Hamble website.**

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

Hampshire maintains strong and sustainable economic growth and prosperity:	Yes/no
People in Hampshire live safe, healthy and independent lives:	Yes/no
People in Hampshire enjoy a rich and diverse environment:	Yes/no
People in Hampshire enjoy being part of strong, inclusive communities:	Yes/no

Section 100 D - Local Government Act 1972 - background documents

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

Document

Location

None

IMPACT ASSESSMENTS:

1. Equality Duty

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

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

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

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

1.2. Equalities Impact Assessment:

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

2. Impact on Crime and Disorder:

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

3. Climate Change:

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

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

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	River Hamble Harbour Management Committee
Date:	1 December 2017
Title:	River Hamble 2017/18 Forecast Outturn and 2018/19 Forward Budget
Report From:	The Director of Corporate Resources and Director of Culture, Communities and Business Services

Contact names: Jennifer Wadham
Jason Scott

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

1. Executive Summary

- 1.1. The purpose of this report is to present the 2017/18 forecast outturn as at Period 6 (September 2017) and the 2018/19 forward budget to the River Hamble Harbour Management Committee for comment.
- 1.2. For the 2017/18 financial year, the River Hamble is projected to achieve a surplus of £14,000 on revenue funded expenditure, compared to a budgeted surplus of £25,000.
- 1.3. In order to fully meet the agreed £35,000 contribution to the Asset Replacement Reserve (ARR) in 2017/18, it is projected that £21,000 will need to be transferred from the Revenue Reserve (RR).
- 1.4. The proposed budget for 2018/19 provides for a surplus of £12,000 on general revenue activities. A draw of £23,000 would be required from the RR to fully meet the £35,000 transfer to the ARR.
- 1.5. It is anticipated that there will need to be transfers from the Asset Enhancement Reserve (AER) to meet the cost of specific projects in both years, partially offset by interest received on reserve balances.
- 1.6. The detailed original budget for 2017/18 (as approved by the Harbour Board in January 2017), the forecast outturn for 2017/18 and the proposed forward budget for 2018/19 are set out in Appendix 1.

2. 2017/18 Forecast Outturn

- 2.1. The forecast outturn for 2017/18 as at period 6 (September 2017) is detailed in Appendices 1 and 2. Current projections are that a surplus on standard revenue activity of £14,000 will be achieved, £11,000 lower than the original budgeted surplus.
- 2.2. It was agreed by the Board in May 2007, that a contribution of £43,000, later reduced to £35,000 per annum would be made to the Asset Replacement Reserve (ARR) to fund the cost of replacing assets in future years. This contribution is met from the surplus on revenue funded expenditure, supplemented by a transfer from the Revenue Reserve if necessary.
- 2.3. The £14,000 surplus will therefore be transferred to the ARR in full, together with a transfer of £21,000 from the RR, in order to fully meet the agreed annual transfer to the ARR of £35,000.
- 2.4. Total gross expenditure is projected at £594,000, which is £8,000 higher than the budgeted £586,000, mainly due to increased staffing costs. Detailed reasons for the variance to budget are set out below.
- 2.5. Staff related costs are expected to be £21,000 higher than budgeted, due mainly to two seasonal members of staff job-sharing to create a full time assistant harbour master role, with the budget being based on a part time post. These increased costs are partly offset by lower than budgeted spend on staff training.
- 2.6. Supplies and services expenditure is projected to be £14,000 lower than budgeted, including £6,000 on Central Department Charges due to lower expected charges from Legal and Democratic Services (although it should be noted that these charges do vary depending on activity and the requirements of the Harbour, and therefore could increase), and £7,000 on office expenses due mainly to lower IT charges.
- 2.7. Income is expected to be £3,000 lower than budgeted at £608,000, reflecting a position more in line with the actual income received in the previous financial year.
- 2.8. Projects funded from reserves consist of £3,000 relating to the approved Sacrificial Anodes PhD project. Approximately £2,000 is expected to be added to reserves as interest generated on balances. Details are provided in Appendix 3.

3. 2018/19 Forward Budget

- 3.1. The proposed 2018/19 forward budget is detailed in Appendices 1 and 2 and projects a surplus of £12,000 on general revenue activities. This will need to be supplemented by a £23,000 draw from the RR to meet the agreed £35,000 transfer to the ARR for the cost of replacing assets in future years.

Approximately £2,000 is expected to be added to reserves as the result of the generation of interest on balances.

- 3.2. The proposed gross expenditure budget has been set at £595,000, an increase of £9,000 compared with the original 2017/18 budget, and a £1,000 increase against the 2017/18 forecast outturn. The forward budget includes a proposed net increase in the staffing budget to reflect the current staffing levels, partly offset by projected reductions in training, office expenses, Central Department Charges, and other services.
- 3.3. The budget for salary costs has been increased by £23,000 compared to the original 2017/18 budget, to cover the additional cost of the assistant harbour master post being a full time position, annual pay inflation, and an increase to the employer's Local Government Pension Scheme (LGPS) contributions. This is partly offset by a £5,000 decrease in the training budget based on current levels of expenditure.
- 3.4. The budget for supplies and services is expected to decrease by £10,000, including £2,000 reduced office expenses, a £6,000 reduction in Central Department Charges and a £2,000 reduction in the Other Services (including Designated Person) budget.
- 3.5. The income budget for 2018/19 has been set at £607,000, which is a reduction of £4,000 from the original 2017/18 budget. Again this reflects a position more in line with the actual income received in the previous financial year, and includes a revision to the Harbour Dues budget for sublet, waiting list and late payment fee income from the Crown Estate (as this is now included within the management charge to the Crown Estate), an expected rise in miscellaneous income due to increasing charges at the commercial rate for activities such as towing and an inflationary rise on the management charge to the Crown Estate.

4. Reserves

- 4.1. The Harbour Board approved a reserves policy on 18th 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) - to hold annual surpluses totalling no more than 10% of the gross revenue budget. 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.

- 4.2. A detailed breakdown of reserves is contained in Appendix 3. The reserve balances include an estimate for interest receivable on reserves and projected and incurred expenditure.
- 4.3. Interest received on the reserves is estimated to be £2,000 in both 2017/18 and 2018/19.
- 4.4. Expenditure has been incurred in 2017/18, funded by the AER, to contribute to the final year of the PhD project to research the effects of Sacrificial Anodes (£3,000).
- 4.5. Further expenditure from the AER is expected in 2018/19 for the River Hamble Games 2018 (£3,000), and further projects are likely to be put forward for consideration by the Board, for which a total amount of £50,000 has currently been reflected in the proposed budget (subject to approval from the Board).
- 4.6. There has been no expenditure incurred in 2017/18 which has been funded by the ARR. Provision has been made for planned expenditure of £47,000 from the ARR for piles maintenance and the replacement of a boat engine in 2018/19, in accordance with the Fixed Asset Register.
- 4.7. The balance on the RR is anticipated to be £67,062 as at 31 March 2018, reflecting the £21,000 transfer to ARR in the 2017/18 financial year. This is slightly above the 10% of gross revenue budget (equating to approximately £60,000) as per the agreed reserves policy, however, by the end of 2018/19 it is expected that this balance would reduce to £44,062.
- 4.8. The balance in the AER is expected to be £68,967 as at 31 March 2018, with £3,000 of expenditure already committed for 2018/19 and other potential projects of £50,000 reducing the expected balance to £15,967 at 31 March 2019.
- 4.9. The balance in the ARR is expected to be £480,402 as at 31 March 2018, decreasing to £470,402 by 31 March 2019, which is considered appropriate to meet the future costs of replacing the assets of the Harbour Authority as required.

5. Impact Assessment

- 5.1. 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.

6. Recommendation

- 6.1 It is recommended that this report be noted by the River Hamble Harbour Management Committee and be submitted to the River Hamble Harbour Board for its approval.**

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

Hampshire maintains strong and sustainable economic growth and prosperity:	Yes/No
People in Hampshire live safe, healthy and independent lives:	Yes/No
People in Hampshire enjoy a rich and diverse environment:	Yes/No
People in Hampshire enjoy being part of strong, inclusive communities:	Yes/No

Section 100 D - Local Government Act 1972 - background documents

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

Document

Location

None

IMPACT ASSESSMENTS:

1. Equality Duty

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

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

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

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

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:

- a) 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.
- b) 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.

River Hamble Harbour Undertaking

	Original Budget 2017/18 (£)	Variance 2017/18 (£)	P6 Forecast Outturn / Revised Budget 2017/18 (£)	Adjustments 2018/19 (£)	Forward Budget 2018/19 (£)	Notes
EXPENDITURE						
Staff Related						
Salaries	415,000	26,000	441,000	(3,000)	438,000	1
Training	10,000	(5,000)	5,000	0	5,000	2
Sub Total Staff Related	425,000	21,000	446,000	(3,000)	443,000	
Premises						
Repair & Maintenance (including Health & Safety Modifications)	1,000	0	1,000	0	1,000	
Electricity	2,000	0	2,000	0	2,000	
Gas	1,000	0	1,000	0	1,000	
Rent/Rates	17,000	1,000	18,000	0	18,000	3
Water/Sewerage	1,000	0	1,000	0	1,000	
Burglar Alarms/Security	1,000	0	1,000	0	1,000	
Sub Total Premises	23,000	1,000	24,000	0	24,000	
Transport						
Repair, Maintenance and Boat Refurbishment	19,000	0	19,000	0	19,000	
Vehicle Running Expenses (Fuel)	3,000	0	3,000	0	3,000	
Tools (inc Chandlery)	2,000	0	2,000	0	2,000	
Car Allowances/Staff Travel	1,000	0	1,000	0	1,000	
Insurance	2,000	0	2,000	0	2,000	
Sub Total Transport	27,000	0	27,000	0	27,000	
Supplies & Services						
Office Expenses	27,000	(7,000)	20,000	5,000	25,000	4
Environmental Maintenance	10,000	0	10,000	0	10,000	
Public Jetties & Navigational Safety (including Navigational Aids)	10,000	1,000	11,000	(1,000)	10,000	
Central Department Charges	48,000	(6,000)	42,000	0	42,000	5
Other Services (including Designated Person)	11,000	(2,000)	9,000	0	9,000	6
Oil Spill Response	5,000	0	5,000	0	5,000	
Sub Total Supplies & Services	111,000	(14,000)	97,000	4,000	101,000	
Gross Expenditure (Current)	586,000	8,000	594,000	1,000	595,000	

	Original Budget 2017/18 (£)	Variance 2017/18 (£)	P6 Forecast Outturn / Revised Budget 2017/18 (£)	Adjustments 2018/19 (£)	Forward Budget 2018/19 (£)	Notes
INCOME						
Miscellaneous Income	(7,000)	(2,000)	(9,000)	0	(9,000)	7
Interest	(1,000)	0	(1,000)	0	(1,000)	
Harbour Dues	(514,000)	5,000	(509,000)	4,000	(505,000)	8
The Crown Estate Funding	(64,000)	0	(64,000)	(3,000)	(67,000)	9
Other Funding	(5,000)	0	(5,000)	0	(5,000)	10
Visitor Income	(20,000)	0	(20,000)	0	(20,000)	
Gross Income	(611,000)	3,000	(608,000)	1,000	(607,000)	
NET REVENUE FUNDED EXPENDITURE	(25,000)	11,000	(14,000)	2,000	(12,000)	
Projects Funded by Reserves						
- Asset Enhancement	2,000	1,000	3,000	50,000	53,000	
- Asset Replacement	0	0	0	47,000	47,000	
- Revenue Reserve	0	0	0	0	0	
Gross Expenditure	2,000	1,000	3,000	97,000	100,000	
Interest on Reserves						
- Asset Enhancement	0	0	0	0	0	
- Asset Replacement	(2,000)	0	(2,000)	0	(2,000)	
Gross Income	(2,000)	0	(2,000)	0	(2,000)	
NET RESERVES FUNDED EXPENDITURE	0	1,000	1,000	97,000	98,000	
TOTAL NET EXPENDITURE	(25,000)	12,000	(13,000)	99,000	86,000	
RESERVES						
Contribution to Asset Replacement Reserve	25,000	(11,000)	14,000	(2,000)	12,000	11
Transfer Interest to Reserves	2,000	0	2,000	0	2,000	
Transfers from Reserves - Projects	(2,000)	(1,000)	(3,000)	(97,000)	(100,000)	
Total Transfers To/(From) Reserves	25,000	(12,000)	13,000	(99,000)	(86,000)	
NET (SURPLUS) / DEFICIT TRANSFERRED TO GENERAL RESERVE	0	0	0	0	0	

FURTHER DETAIL ON: Office Expenses; Other Services; Harbour Dues Income.

	Original Budget 2017/18 (£)	Variance 2017/18 (£)	P6 Forecast Outturn / Revised Budget 2017/18 (£)	Adjustments 2018/19 (£)	Forward Budget 2018/19 (£)	Notes
Office Expenses						
Equipment	1,000	0	1,000	0	1,000	
First Aid Supplies/Health & Safety	1,000	0	1,000	0	1,000	
Printing & Stationery	4,000	0	4,000	(1,000)	3,000	
Catering/General	2,000	0	2,000	(1,000)	1,000	
Protective Clothing	3,000	0	3,000	0	3,000	
IT Charges	5,000	(5,000)	0	5,000	5,000	
Postage	2,000	0	2,000	0	2,000	
Subscriptions	1,000	0	1,000	0	1,000	
Phones	2,000	(2,000)	0	1,000	1,000	
Promotional Events/Publicity/Publications	4,000	0	4,000	1,000	5,000	
Retail	1,000	0	1,000	0	1,000	
Credit Card Charges (re Income Collection)	1,000	0	1,000	0	1,000	
Sub Total	27,000	(7,000)	20,000	5,000	25,000	4
Other Services						
Subscriptions/Memberships/ Licences/Designated Person	11,000	(2,000)	9,000	0	9,000	
Sub Total	11,000	(2,000)	9,000	0	9,000	6
Harbour Dues						
Marinas and Boatyards	(380,000)	0	(380,000)	0	(380,000)	
River Moorings	(102,000)	0	(102,000)	0	(102,000)	
Jetty Charges	(15,000)	(4,000)	(19,000)	4,000	(15,000)	
Miscellaneous Income - Commercial and Pleasure craft	(8,000)	0	(8,000)	0	(8,000)	
Sublet, Waiting List & Late Payment Fee Income	(9,000)	9,000	0	0	0	
Sub Total	(514,000)	5,000	(509,000)	4,000	(505,000)	8

Notes to Appendices 1 and 2

The details of significant variations are as follows:

1. The forecast outturn for salaries in 2017/18 is expected to be £26,000 higher than the original 2017/18 budget. This reflects two seasonal members of staff job-sharing to create a full time assistant harbour master role, with the budget being based on a part time position.

The 2018/19 salary budget has been increased by £23,000 from the original 2017/18 budget. This increase will cover the additional cost of replacing one part time assistant harbour master post with a full time post, along with a provision for staff increments and an increase to the employer's LGPS contributions.

A charge of £21,000 was included in the original 2017/18 budget to cover the past service deficit element of employer's contributions to the cost of the LGPS. The 2018/19 forward budget is set at £23,000 to reflect the anticipated charge for 2018/19.

2. The Training budget has been reduced by £5,000 both in 2017/18 and 2018/19 following high levels of staff training that happened in 2016/17 for new recruits, which has resulted in a reduced requirement for 2017/18 and 2018/19.
3. Rent and Rates are expected to be £1,000 higher than originally budgeted due to an expected increase in the cost of business rates for 2017/18 and is expected to stay £1,000 higher in 2018/19.
4. The forecast outturn for Office Expenses in 2017/18 is expected to be £7,000 lower than the original 2017/18 budget due to further delays within IT Charges for enhancements of the electronic payments system used to collect harbour dues. The 2018/19 forward budget for Office Expenses will reduce by a net £2,000 from the original 2017/18 budget due to anticipated reduction in printing and stationery and other general expenditure.
5. Central Department charges

The charges based on activity are charged annually in March – all other charges are charged on a monthly basis via an annualised bill plan.

- The anticipated charge for support from Operational Finance is £21,600 in 2018/19 and is based on an assessment of the time devoted to the River Hamble.
- The anticipated 2018/19 Corporate Resources charges are based on the actual costs incurred in 2012/13.

	<u>£</u>
<ul style="list-style-type: none"> ▪ Processing of payments and travel claims, Processing of debtor transactions - invoices, etc. 	2,500
<ul style="list-style-type: none"> ▪ Tax/cash management and Processing of pay by Payroll Technical Team 	200
<ul style="list-style-type: none"> ▪ Audit services 	3,400
	6,100

- The charge for Audit Services is for 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.
- £14,300 has been budgeted for charges from Democratic Services and Legal Services. The actual charge will vary depending on activity and requirements and is based on hours worked multiplied by an hourly rate, which is benchmarked to ensure best value.

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 premium.
6. The Other Services (including Designated Person) budget for 2018/19 has reduced from £11,000 to £9,000 to reflect the new contract.
 7. The miscellaneous income 2018/19 forward budget has been brought in line with the 2017/18 forecast outturn and increased by £2,000 due to charging the Crown Estate at commercial rates for activities such as towing.
 8. The harbour dues budget for 2018/19 has been reduced by £9,000, as sublet, waiting list and late payment fee income from the Crown Estate is now included in the management agreement with the Crown Estate. All other harbour dues budgets have been kept at the same level as the 2017/18 original budget, to reflect the commitment of a 0% increase in harbour dues for 2018. Additional income is expected within the 2017/18 forecast outturn of £4,000 due to the impact of the Crown Estate's pile maintenance programme.

A detailed breakdown of harbour dues is presented in Appendix 2

9. The Crown Estate Funding budget for 2018/19 is estimated to have an inflationary increase of approximately 4%, and has therefore been increased to £67,000. The precise inflation increase will be confirmed later in the year, based on the Crown Estate's income fees, as per the management contract.

10. "Other Funding" includes £3,000 from Fareham Borough Council relating to a contribution towards Warsash slipway clearance.
11. The budgeted in-year surplus to contribute to the Asset Replacement Reserve will be £12,000 in 2018/19, and it is proposed that the shortfall on the Board agreed transfer to the ARR of £35,000 is met by a transfer from the RR of £23,000.

River Hamble Reserves - 2017/2019

	General Reserve (£)	Asset Enhancement Reserve (£)	Asset Replacement Reserve (£)	TOTAL (£)
Balance as at 31 March 2017	(88,062)	(71,967)	(443,402)	(603,431)
PhD project - Sacrificial Anodes	0	3,000	0	3,000
Transfer to ARR from General Reserve	21,000	0	(21,000)	0
Transfer to ARR from Revenue	0	0	(14,000)	(14,000)
Plus Estimated Annual Interest	0	0	(2,000)	(2,000)
Plus Estimated Net surplus for the year	0	0	0	0
Predicted Balance at 31 March 2018	(67,062)	(68,967)	(480,402)	(616,431)
Transfer to ARR from Revenue	0	0	(12,000)	(12,000)
Transfer to ARR from General Reserve	23,000	0	(23,000)	0
River Hamble Games 2018	0	3,000	0	3,000
Potential Projects	0	50,000	0	50,000
Asset Replacement	0	0	47,000	47,000
Plus Estimated Annual Interest	0	0	(2,000)	(2,000)
Plus Estimated Net surplus for year	0	0	0	0
Predicted Balance at 31 March 2019	(44,062)	(15,967)	(470,402)	(530,431)
Commitments for future projects	0	0	0	0
Balance Available	(44,062)	(15,967)	(470,402)	(530,431)

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HAMPSHIRE COUNTY COUNCIL

Report

Committee:	River Hamble Harbour Management Committee
Date:	1 December 2017
Title:	Forward Plan for Future Meetings
Report From:	Director of Culture, Communities and Business Services

Contact name: Jason Scott

Tel: 01489 576387

Email: Jason.Scott@hants.gov.uk

1. Summary

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

2. Recommendation

- 2.1. That the report be noted.

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

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

Section 100 D - Local Government Act 1972 - background documents

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Document

Location

None

IMPACT ASSESSMENTS:

1. Equality Duty

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

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

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

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

1.2. Equalities Impact Assessment:

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

2. Impact on Crime and Disorder:

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

3. Climate Change:

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

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

Management Committee Date	Agenda Item	Harbour Board Date
1 December 2017	<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 Budget 2017/18 • Review of Fees and Charges • Forward Plan for Future Meetings 	12 January 2018
9 March 2018	<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) 	6 April 2018
8 June 2018	<ul style="list-style-type: none"> • Marine Director and Harbour Master's Report and Current Issues • Environmental Update • Harbour Works Consent • River Hamble Final Accounts 2016/17 • Review of Harbour Dues • Proceedings of the Annual Forum • Forward Plan for Future Meetings • Annual Familiarisation Boat Trip 	13 July 2018
14 September 2018	<ul style="list-style-type: none"> • Marine Director and Harbour Master's Report and Current Issues • Environmental Update • Harbour Works Consent – Hamble Point Marina Pier Extension. • Forward Plan for Future Meetings • Briefing (Man Cttee only) – Induction for New Members as well as Refreshing of Responsibilities for Existing Members 	5 October 2018
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 	16 November 2018

Management Committee Date	Agenda Item	Harbour Board Date
7 December 2018	<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 Budget 2017/18 • Review of Fees and Charges • Forward Plan for Future Meetings 	11 January 2019
15 March 2019	<ul style="list-style-type: none"> • Marine Director and Harbour Master's Report and Current Issues • Environmental Update • Harbour Works Consent (if applicable) • Forward Plan for Future Meetings • Asset Register Review • Annual Review of Business Plan • Briefing (Man Cttee only) 	5 April 2019