

6 February 2013

Harrington Harbour and Dock Board

Will meet on
Friday 15 February 2013
at
10.30 am
in
Allerdale House, Lonsdale Room

Membership:

Councillor Barbara Cannon (Chairman)

Councillor Hilary Harrington
Councillor Tim Heslop

Mr Stan Herbert
Councillor Marjorie Rae

Members of the public are welcome to attend the meeting. If you have any questions or queries contact Paula McKenzie on 01900 702557.

Agenda

1. **Apologies for absence**
2. **Declaration of interests**

Councillors/Staff to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest relating to any item on the agenda in accordance with the adopted Code of Conduct.

3. **Questions**

To answer questions from members of the public – 2 days notice of which must have been given in writing or by electronic mail.



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4. Minutes (Pages 1 - 2)

To sign as a correct record the minutes of the last meeting.

5. Harbour Masters Report (Pages 3 - 6)

6. Mooring Fees (Pages 7 - 10)

7. Co-option of Community Member

Verbal update.

8. Training opportunities

A chance for members to request any training they think would be helpful.

9. Safety Management System Framework

Standard item – Verbal update to be given if necessary.



Chief Executive

<p>Date of next meeting Friday 28 June 2013 at 10.30 am Allerdale House, Lonsdale Room</p>

Agenda Item 4

At a meeting of the Harrington Harbour and Dock Board held in Allerdale House, Lonsdale Room on Friday 30 November 2012 at 10.30 am

Members

M Rae (Chairman)

H Harrington

S Herbert

Apologies for absence were received from Councillors B Cannon and T Heslop.

Also Present – Alan Elwood – Mooring Holders Representative.

Staff Present

G Doran, M Faulkner and P McKenzie

411 Minutes

The minutes of the last meeting were signed as a correct record.

412 Declaration of interests

8. Village Green Application.
Councillor Hilary Harrington; Other Registrable Interest; Item 8 - Due to being the applicant for the Village Green application.
8. Village Green Application.
Councillor Marjorie Rae; Other Registrable Interest; Item 8 - Due to being the ward councillor.

413 Questions

None received.

414 HH&DB Vacancy

The Assistant Engineer informed the board that the current vacant HH&DB post was advertised and no interest was received, however since, a volunteer had expressed his interest with the assistant engineer.

Agreed: That the Assistant Engineer should progress in trying to fill the vacant post.

415 Meeting with Mooring Holders

The Assistant Engineer circulated the minutes from the meeting held with the Mooring Holders on 26 November 2012 and welcomed any questions.

Councillor Rae thanked the Assistant Engineer for organising and running the meeting.

Agreed: That the minutes be noted.

416 Harbour Masters Update Report

Members considered the contents of the Harbour Masters report which gave details of recent progress and highlighted some of the current developments.

Agreed: That the Harbour Masters report be noted.

417 Village Green Application

The Assistant Engineer informed the board that an application for the registration of land as a Town or Village Green for The Marina, Harrington, Workington had been received from Cumbria County Council.

The boards support or objections needed to be submitted no later than 27th December 2012.

The board discussed the implications of the application.

Agreed: That the Assistant Engineer formulate a response on behalf of the HH&DB objecting to the application.

418 Health & Safety Management System Framework Amendment

The Safety Officer submitted the HH&DB Safety Management System 2012 Framework which sought the board's agreement to an amendment, paragraph 2.2.5, as a result of the meeting held on 17 February 2012 minute 542.

Members requested some refresher training.

Agreed: That the amendment be accepted and that the Assistant Engineer speak to the Safety Officer in regards to organising some refresher training for the board.

The meeting closed at 11.35 am

Agenda Item 5

Allerdale Borough Council

Harrington Harbour and Dock Board- 15 February 2013

Harbour Master's Update

The Reason for the Report	The report provides an update on developments effecting Harrington Harbour, for consideration by the Board.
Summary of options considered	Not applicable.
Recommendation	It is recommended that members note the content of the report.
Financial/ Resource Implications	None
Legal Implications	None
Community Safety Implications	None
Health & Safety & Risk Management Implications	The report forms part of the risk management procedure.
Equality Duty considered/Impact Assessment completed	Not applicable
Wards Affected	Harrington
The contribution this decision would make to the Council's priorities	Not applicable
Is this a Key Decision	No
Portfolio Holder	The portfolio holder for asset management is Cllr Barbara Cannon
Lead Officer	Ged Doran Harbourmaster Tel: 07919162944 Ged.doran@allerdale.gov.uk

Introduction

The report is intended to keep the Harbour Board informed of current and future issues regarding Harrington Harbour.

Content

Pontoon and boat lift out, Lifebelts, Annual access ladder inspection, Costs for south pontoon pile stabiliser, Costs for renewal of west quay container, Operational equipment and costs.

Report

- 1 The pontoons and several of the boats were lifted out of the harbour on the 1st of December. This will allow for modifications to the pontoons to improve balance, and will allow the boat owners to effect essential maintenance to their vessels. I would like to publicly thank those who took part in the lift out. It showed a camaraderie which has sadly been missing for some time at the harbour, but one I sincerely hope will continue to flourish.
- 2 There is the ongoing problem with life belts but thankfully none have been discarded into the sea. However, the south side rubbish bin was discarded into the sea a short while ago and ended up on North Shore. The bin is now back in its rightful place and now has a lock on it.
- 3 I have carried out the annual inspection on each access ladder and have found two which require some minor fabrication work. The cost of the work wasn't apparent when submitting this report. My findings have been notified to the Assistant Engineer.
- 4 Costs have been sought for bracing works to strengthen the south pontoon pile. It is essential that these works are completed before the pontoons are re-attached. Costs for these works will be passed onto the Assistant Engineer when they are available.
- 5 I am becoming quite concerned at the condition of the container on West Quay. I carried out some refurbishment work about two years ago and reported its condition as poor at that time. It will need to be replaced within the next 12 months as it houses much of my equipment and also doubles up as a dingy store for centre mooring holders.
- 6 Within the coming months I will need new mooring rope, centre lines, mooring buoys and personal protective equipment to carry out renewal and refurbishment of the moorings. Costs are being sought and will be passed to the Assistant Engineer when available.

**Ged Doran
Harbour Master**

Report Implications

Please delete where applicable.

Community Safety	N	Employment (external to the Council)	N
Financial	N	Employment (internal)	N
Legal	N	Partnership	N
Social Inclusion	N	Asset Management	Y
Equality Duty	N	Health and Safety	Y

Background papers

None

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Agenda Item 6

Allerdale Borough Council

Harrington Harbour and Dock Board Meeting – 15 February 2013

Report on Annual Review of Mooring Fees

The Reason for the Report	To inform discussion on, and to review charging levels for mooring fees.
Summary of options considered	Value added tax to be charged. Review standing resolution to increase mooring fees by 20%.
Recommendation	That Members discuss and confirm increased charges for financial year 2013-2014.
Financial / Resource Implications	Decision of the Board informed by this report will affect level of income raised from mooring fees
Legal Implications	No direct implications from this report
Community Safety Implications	None
Health & Safety & Risk Management Implications	Not applicable
Equality Duty considered / Impact Assessment completed	Not applicable
Wards Affected	All, as the harbour is considered as an asset benefitting the whole Borough
The contribution this decision would make to the Council's priorities	Will contribute to Economic Development by helping to meet the harbour running costs and safeguarding the continuation of the asset.
Is this a Key Decision	No
Portfolio Holder	Councillor Barbara Cannon
Lead Officer	M. Faulkner Assistant Engineer Tel: 01900 702755 mike.faulkner@allerdale.gov.uk

1.0 Introduction

- 1.1 This report informs and enables the Board to review mooring fees for the coming year, and to set a fair and equitable level of charges, balanced between the need to generate income to cover running costs of the harbour and to ensure that the charges are fair and affordable for the facilities currently provided.

2.0 Content

Background, current situation, mooring fee increase, implications, recommendation.

2.1 Background.

Following completion of repairs to harbour walls during 2007-2008 mooring charges were reintroduced on 1 May 2009 and an updated table showing income and costs is set out below.

Financial year	2009-2010	2010-2011	2011-2012	2012-2013
Trust fund interest bal.	£7,424.54	£7,617.25	£7,118.53	not available
Number of moorings	16	13	19	16
Mooring fees received	£1,724.72	£2,106.65	£3,706.81	£2,514.52
Running costs	£28,460.30	£19,800.99	£16,634.00	£30,497.00

Note; the 2012-2013 information is provisional to 29 January 2013 and include costs incurred by the provision of the replacement pontoon.

Board minute 632 of the meeting of 18 February 2011 records the previous decision regarding mooring fees for financial year 2011-2012 as setting a year on year increase of 20% for the next three years in an attempt to close the deficit between costs and income. Prior to this fees were only increased by an amount equal to the inflation rate as indicated by the Consumer Price Index. The 2012-2013 fee increase of 20% was absorbed by, and regularised the previous omission to charge VAT and so did not increase useable income for this year.

2.2 Current situation.

Charges will now include value added tax. 2013-2014 will be the third and final year in which fee increases have been set by Board minute 632, and this report enables Members to review and confirm the intention to increase fees by a flat rate of 20%.

2.3 Mooring fee increase

A 20% increase on the current (2012-2013) mooring fees is set out below which includes VAT and indicates the total charge to the customer.

Current charges	per metre	2013-2014 charges	per metre
Wall mooring	£45.96		£55.15
Centre mooring	£53.64		£64.36

As an indication of the average actual cost per boat this would be as set out below.

Current charges	5.6m boat	increased charges
Wall mooring	£257.37	£308.84
Centre mooring	£300.38	£360.41

2.4 Implications

Two issues need to be considered;

To raise enough income to offset running and repair costs, which currently amount to £30,497.00, while income from mooring fees has realised £2,514.52, giving a shortfall of £27,982.48.

(The Trust Fund interest balance will not be known until the end of the financial year.)

An increase needs to be kept to a fair level for the facilities provided so as to avoid a loss of clientele and a consequent fall in income.

2.5 Recommendation

That Members confirming mooring fee increases of 20% for financial year 2013-2014 as previously set by Board minute 632.

M. Faulkner, 29/1/13.

Report Implications

Please delete where applicable.

Community Safety	N	Employment (external to the Council)	N
Financial	Y	Employment (internal)	N
Legal	N	Partnership	N
Social Inclusion	N	Asset Management	Y
Equality Duty	N	Health and Safety	N

Background papers

.....none.....