

# **Strategy Committee**

## **13 December 2018**

### **Harbour Operations Annual Report 2018**

#### **For Decision**

##### **Portfolio Holder**

Cllr M Penfold, Enabling

##### **Senior Leadership Team Contact:**

M Hamilton, Strategic Director

##### **Report Author:**

N Thornley, Head of Economy, Leisure and Tourism

##### **Statutory Authority**

Bridport Harbour Order 1921 and Cobb Act 1821

#### **Purpose of Report**

1. The purpose of the report is to:
  - a) present information to Members on activities at Bridport and Lyme Regis harbours during the main 2018 season.
  - b) agree fees and charges for the 2019/20 year.
  - c) consider minor amendments to the Harbour Policy, Rules and Regulations as follows:
  - d) consider the annual reports from the Harbours' Designated Person and ensure compliance with the Port Marine Safety Code.

#### **Recommendations**

2. That the Committee:
  - a) notes and endorses the annual report 2018.
  - b) approves the harbour fees and charges for 2019/20 (Appendix A).
  - c) approves minor amendments to the Harbour Policy, Rules and Regulations (Appendix B).
  - d) notes and endorses the reports of the Council's Health, Safety and Welfare Officer, in his role as Designated Person for the harbours (Appendix C (i) & C (ii) ).

## Reason for Decision

3. To inform Members about the performance of the harbours, to plan for next year and to ensure compliance with the Port Marine Safety Code.

## Background and Reason Decision Needed

4. The Strategy Committee is the nominated 'Duty Holder' for the harbours and there is a requirement under the Port Marine Safety Code for a report on the harbours to be presented at least annually to the Duty Holder. The Code also requires a Designated Person to inspect the harbour operation and to report on this at least annually to the Duty Holder. This person should be independent of the day-to-day harbour operation and may be an officer of the Council or appointed externally. The Council's Health, Safety and Welfare Officer has been nominated to perform this role.

### Annual performance

5. **Harbour usage:** The following tables show the level of use of the harbours over the 2018 season. Nearly all categories show an increase this year, which is partly down to the exceptional summer weather.

In Lyme Regis, visiting craft (overnight) to the harbour has increased by over 50%. An extra pontoon length was installed for the season which has proved to be popular. The extra length encourages both extra visiting craft and allows the harbour walls to be utilised by commercial fishing vessels offloading catch more easily.

Temporary moorings have been popular again this year with owners of boats outside of the catchment area using available space at a premium rate.

### Lyme Regis Harbour services

	2015	2016	2017	2018
Season Tickets	40	41	51	63
Single Launches	160	150	165	180
Visiting Boats [nights]	152	180	210	340
Boat Lifts	65	70	68	75
Waiting List	30	28	28	20
Private Moorings	208	208	206	208
Commercial Moorings	32	34	36	36
Quay side parking				£250

## Bridport Harbour services

	2015	2016	2017	2018
Season Tickets	100	97	98	118
Single Launches	460	522	513	415
Visiting Boats [nights]	82	88	136	138
Boat Lifts (new for 2018)				62
Waiting List	85	56	36	40
Private Moorings	143	141	141	141
Commercial Moorings	20	22	22	22
Quay Side Parking	£644	£3,935	£3,690	£4,566
Shop (new for 2018)				£7,917
Diving Air Fills	£3,968	£18,691	£19,455	£18352
Boat repairs (new for 2018)				£411

7. **Licensed activity:** There are 14 'ply for hire' licences available at each harbour. All 14 are in use at Lyme Regis and these offer trips out to sea for the public either mackerel fishing or sightseeing along the Jurassic coastline. 8 are currently in use at Bridport. These vary between coastal cruises, fishing trips and dive charters. In Bridport, there has been an increase in concession licences. There have been some new stalls on the harbour side including a new deck chair concession.
8. **Pontoons:** The pontoons at Bridport remained occupied to capacity for the majority of the season so there are plans to install an additional pontoon in 2019. In Lyme Regis, the pontoons have also been heavily utilised this season. Work is planned on a scheme to extend the floating system to its maximum length and it is hoped that planning permission will be granted for the installation of steel piles to be driven into the seabed at the seaward end of each finger. This would give the ability to install the pontoons earlier in the year and leave them in longer. The Marine Management Organisation (MMO) has agreed to fund 75% of the project
9. **Kayaks:** In Lyme Regis, the temporary storage racks have been full this year which in some part is down to the exceptionally fine weather. At Bridport, the installation of kayak racks is being looked into with the aim of having them available for the 2019 season.
10. **Boat storage:** At Lyme Regis, summer boat storage is available in the trailer park beach adjacent to the harbour. In the early summer, South West Water were using the trailer park as a working site whilst the storm water outfall pipe was being replaced. This did have a slight impact on storage but this quickly recovered. There is space for approximately 20 craft (depending on size) and this year all the spaces were filled. At

Bridport, boat storage remains in high demand with alternatives still being looked into for additional storage.

11. **Incidents:** Incidents that occurred at the harbours are reported as part of the Designated Person's report at Appendix C. The Harbour Masters continue to maintain health and safety risk assessments as part of the normal management arrangements of the harbour.
12. **Works:** Work is due to start on extending the harbour office in Lyme Regis early in 2019. The staff are currently located in temporary accommodation.
13. **Harbour vehicles:** New 4 x4's have recently been ordered to replace the existing vehicles that are over 11 years old with increasing maintenance costs.
14. **Boat Lifter:** At Bridport, a new boat lifting service has been introduced this autumn. This is partly in response to concerns raised at the 2017 harbour users meeting and to improve health and safety standards.
15. **Harbour launches:** The launches continue to be invaluable at each harbour and have been used extensively during the year. They are used to help with maintenance tasks, to collect fees and occasionally to recover vessels from inside or close to the harbour entrance when engines have broken down and for providing a towing service on/off the mooring and pontoons for harbour users.
16. **New Bridport Harbour Customer Event:** In October, the harbour hosted an event for all harbour users giving them the opportunity to come and talk to harbour staff on an informal basis. The business support team also attended which gave the harbour users a greater opportunity to find out more of what is happening behind the scenes. The event was very well attended and received very positive feedback. It gave the staff an opportunity to promote the shop and new boat repair service which was received very well with considerable interest being shown in the new service
17. **Harbour User Groups:** User group meetings were held in Bridport (22nd October) and Lyme Regis (24th October). Both meetings were very positive. These meetings gave an opportunity for harbour users to comment on a range of issues such as proposed fees and charges, maintenance works and dredging in the harbours. In Lyme Regis, all the main user groups of the harbour were represented. There is a significant amount of goodwill and cooperation between the many harbour users and the District Council in both harbours.
18. **Dredging:** The dredging of the Bridport outer harbour was completed in April and was carried out by a new company to a high standard. Attempts continue to find a cost effective way to dredge the outer pool at Lyme Regis that doesn't involve vehicles driving on the Cobb. Two attempts at suction dredging have not proved to be successful and have not moved enough sand/mud material. This limits the use of the pontoons.

## 19. Events

Bridport Harbour hosted the following events:

- Power Boat Racing - This event was very well attended with the weather being perfect for racing, flat seas and sunshine brought the crowds out to see the action. Unfortunately, on the last lap of the last race, there was a collision which resulted in a fatality. The driver was recovered very quickly and brought back to the harbour where medical teams were able to do their best but without success. Staff should be commended for their actions and professionalism shown in what was a very difficult and emotional day for them.
- Gig Regatta - The Gig Regatta attracted 16 clubs, with Bridport doing very well in their races. The racing was very well spectated.
- Water Ski Racing - This September saw the return of the water ski racing. The event was moved from Torquay due to engineering works and considering the short notice was very well attended. The event had all ages skiing and went very well.
- West Bay Days - The West Bay Days group hosted their events:
  - Pirates Day
  - West Bay Day
  - Bonfire By The Beach

and they will install the Christmas Tree on the Harbour Green for December. All the events were very popular and had good crowd numbers. The group will be donating £8000 to local groups and charities at the Christmas tree switch on which is on the 2<sup>nd</sup> December.

- RNLI - The RNLI had their Raft Race which had 20 rafts battling their way up the river. The excellent weather meant there were large crowds spectating.

Lyme Regis Harbour hosted the following events:

- The Merlin Rocket dinghy sailing national championships, with 65 teams taking part.
- The Lyme splash swimming event when over 200 people entered the water and swam to Charmouth
- A water polo event using the pontoons as a court with over twenty teams taking part.
- The gig club held a rowing regatta in August.
- There was also the very popular annual Lifeboat week, as well as the town carnival week with the parachute team from the RAF falcons dropping in.

## 20. **Proposed Harbour Fees and Charges for 2019/20**

Attached as **Appendix A** is a table of the proposed charges for the 2019/20 season for consideration. It is proposed to increase all charges by 5% to help cover some of the increased costs faced by the Council, particularly materials, and where demand is higher than supply. There are two exceptions which are not proposed to increase which are both admin charges and shown with an asterisk (\*). The approximate level of income from moorings and storage in each harbour is £100,000 and the level of demand for these services remains good and is not weather-dependant. The harbour masters are working well towards a break-even position (excluding central recharges) for both harbours by the end of the financial year.

### **Additions to Harbour Policy, Rules & Regulations**

21. Attached as **Appendix B** is a document listing three minor amendments to the 'Bridport & Lyme Regis Harbour Policy, Rules and Regulations' for consideration. The additions further clarify existing rules and are being proposed following consultation with the Harbour Masters and feedback from harbour users.

### **Port Marine Safety Code**

22. The Council's Health, Safety and Welfare Officer performs the role of Designated Person for the harbours, as required by the Port Marine Safety Code. His reports on the two harbours are presented as **Appendix C (i) & C (ii)**.

### **Staff resources**

24. At Bridport Harbour staffing has recently been increased to three full time and two seasonal staff. This includes the employment of a marine engineer and the offer of a new service which includes boat repairs, engine servicing and much more. This will work well with the shop that will be expanded ready for the 2019 season. The staff now at the harbours are:

Bridport Harbour:

James Radcliffe, Harbour Master

Ben Harvey, Deputy Harbour Master

Ben Renshaw, Harbour Assistant and Marine Engineer

Paul Attwell & John Hilton, Seasonal Harbour Assistant (40 hours per week, April – October)

Bridport also benefitted again this year from the assistance of two volunteers with the hope they will return and assist again next year.

Lyme Regis Harbour:

Grahame Forshaw, Harbour Master

Mike Higgs, Deputy Harbour Master

Allan Nation, Harbour Assistant (part time)

Mr Adam Parry and Mr Matthew Rattenbury, Seasonal – 20 hrs per week  
May to October

Lyme Regis has two volunteers, Ms Sally Holman and Mr Richard Ford, who help out during busy periods. They act as ambassadors for the harbour on tasks such as assisting with the taking of mooring lines from visiting craft, and working as general hands keeping the harbour areas orderly.

## Implications

- 25 **Corporate Plan** Building a stronger economy.  
Improve quality of life.
- 26 **Financial:** Details are presented at Appendix D.
- 27 **Equalities:** No implications from this report.
- 29 **Economic Development:** The harbours play a significant role in supporting the economy of West Dorset, providing direct employment opportunities through fishing and tripping and supporting the tourism economy.
- 30 **Risk Management (including Health & Safety):** The harbours maintain full risk assessments and are monitored regularly by the Designated Person (the council's health, safety and welfare officer).

## Consultation and Engagement

- 31 External liaison with Bridport and Lyme Regis (including Town Council representation) harbour users groups.

## Appendices

- 32 **Appendix A** – Proposed Harbour Dues and Charges for 2019/20.  
**Appendix B** – Additions and amendments to Harbour Policy, Rules & Regulations  
**Appendix C (i) & (ii)** – Reports from the Designated Officer  
**Appendix D**– Financial Report

## Background Papers

- 33 None

## **Footnote**

- 34 Issues relating to financial, environmental, economic and equalities implications have been considered and any information relevant to the decision is included within the report.

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