

MALDON HARBOUR IMPROVEMENT COMMISSIONERS

ANNUAL REPORT 2017/18

14 June 2018

MALDON HARBOUR IMPROVEMENT COMMISSIONERS

LIST OF COMMISSIONERS

Chairman – Jim Dines

Vice-Chairman – Ian Hiner

Treasurer – Michael Gibson

Nigel Cardy

Geraldine Courtney

John Dines

Adrian Fluker

Nancy Harrisson

Jonathan Howorth

Daniel Leggett

David Patient

Allan Wiseman

Clerk to the Commissioners: Julie Stuchbery

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INTRODUCTION

Trust Ports such as Maldon are required to produce accurate and pertinent reports for stakeholders and the public at large on certain aspects of their activities (Modernising Trust Ports – Second Edition – Department for Transport 2009).

Reports should be produced alongside the annual accounts and be provided to public bodies, the local library, the media and made available to the public.

There is some exemption, ie on the detailed aspects, for small Trust Ports like Maldon, whilst still ensuring that information on the Port's operations and future plans, progress against targets (if any), and their continuing compliance and improvement is included.

This Report covers the period June 2017 to May 2018, and in accordance with Department for Transport guidance, was presented to the Commissioners with the Annual Accounts for 2017/18 at their Annual Meeting on 14 June 2018.

1 2017/18

(i) Constitution

During the year 2017/18 there was a full complement of twelve Commissioners. In May 2018, Cllr Adrian Fluker was re-appointed member from Maldon District Council.

(ii) Administration

The Commissioners continue to meet at the Maldon Little Ship Club. The Commissioners acknowledge the on-going support of the Club.

(iii) Liaison with Maldon District Council

Commissioners acknowledge the necessity to maintain close working arrangements with the local authority. A Member of Maldon District Council is nominated and is appointed as a Commissioner.

Liaison meetings took place at MDC in June 2017, September 2017 and January 2018, attended by the Chairman and representatives from MHIC, and Managers and the River Bailiff from MDC. Discussion included plans for the Visitors' Pontoon, navigation and buoys, light pollution, foul discharge, river safety and MDC enforcement, and dredging.

Regular meetings are on-going and Commissioners also continue to liaise and maintain links with the River Bailiff and other Council staff on an ad hoc basis.

(iv) 9th Joint River Safety Meeting

The ninth Joint River Safety Meeting was held on 2 May 2018. The meeting was again hosted by the Blackwater Sailing Club and chaired by Commissioner Jim Dines. It was well-attended, participants representing a range of stakeholders including Maldon District Council River Bailiff, Heybridge Basin Lock Keeper, the Essex Police Marine Unit, Essex and Suffolk Water Authority, the National Trust and representatives from local sailing

clubs and local marine businesses. The Marine Coastguard Agency and Natural England provided statements. The meeting was an opportunity to pass on up to date information and served as a useful forum for discussion.

(v) Annual Public Meeting

It is a requirement for Trust Ports to hold annual meetings with stakeholders. The Annual Public Meeting will be held on 23 October 2018, hosted by the Blackwater Sailing Club.

There is a continued commitment on the part of the Commissioners to ensure that future meetings are held as required. The Commissioners acknowledge the on-going support of the Blackwater Sailing Club.

(vi) Consultation Issues

Commissioners are consulted on a range of issues with riverside implications such as planning applications, licensing applications, and various other issues as they arise on which comments are sought by various bodies. Commissioners have established the criteria by which these issues are considered to ensure only riverside interests affecting the role of the MHIC are taken into account.

The Commissioners participated in a number of consultation meetings including the Siltation Steering Group, and this is on-going. MHIC is a consultee for Marine Management Organisation licence applications and Natural England projects.

The Commissioners monitor planning applications adjacent to the Harbour for possible impact on Harbour use, safety, navigational and environmental issues. They are also involved in monitoring and actively liaising with Maldon District Council and local businesses over issues affecting the Harbour.

Throughout the year, as well as the standard bi-monthly meetings, Commissioners also review various plans and professional reports and attend liaison and consultation meetings with relevant regulatory bodies and Local Authorities. They use their expertise to advise on issues such as environmental regulation and law, monetary management and marine law. Many hours of expensive consultation are saved through the volunteer efforts of the Commissioners.

(vii) Finance

The Annual Accounts for 2017/18 showed a Balance brought forward from 2016/17 of £14,000 and a Closing Balance at 31 March 2018 of £15,092.

Harbour Dues remain unchanged including the 50% discount for vessels with charitable status and trips by other vessels predominantly for children under the age of 18 for the benefit of sail training or youth development and the 10% discount on Harbour Dues for 2017/18, subject to prompt submission of Passenger Returns and prompt payment of invoices.

Over the last 12 months, Commissioners have undertaken various unpaid duties on the river using their own time, vessels and equipment to maintain navigation marks, remove

sunken debris from the river bed and floating debris from the surface. The hours spent exceed 250 and if contracted out to a commercial operator, would cost in excess of £8000 pa.

(viii) Publication of Documents

Continuing the policy of transparency of Commissioners' activities, a range of documents continued to be lodged on the website and in the Maldon Library and therefore available to the public as required by the Maldon Harbour Improvement Commissioners' Standing Orders. The documents lodged included Agendas and Minutes, Annual Accounts, the Register of Public Interests, Port Marine Safety Code and various other documents as appropriate.

Website updates are posted regularly and are on-going. Documents include buoy condition reports, Notices to Mariners as they are published, Incident Reports, the Port Guide leaflet, news and forthcoming events. It continues to increase the transparency of the Commissioners' work.

(ix) Port Aids to Navigation Availability Reporting (PANAR)

The software for the above database, which relates to the recording and reporting (to Trinity House) of the local aids to navigation, was maintained during the year to show the availability of the twelve buoys (lit and unlit) the Commissioners maintain. The 'availability' details are recorded and reported as required to Trinity House.

Commissioners are set a target for Category 3 Aids to Navigation (into which category the aids fall) of 97% availability over a three year rolling period. The report of Trinity House following its buoy inspection in May 2018 indicated that the buoys were found to be in good and efficient order.

(x) Buoys

The condition of the twelve buoys for which the Commissioners are responsible is continuously assessed allowing Commissioners to plan ahead for financing replacement/repair/maintenance in a timely and cost effective manner.

A rolling programme of maintenance is in place and the tracking system is kept up to date. A yellow-painted danger-marker buoy is available.

MHIC is the local representative of Trinity House and should be notified when a Navigation Aid is hit and/or is damaged. Reporting damage to buoys is a legal requirement.

In June 2018 replacement buoy costs were approximately £1,200 including VAT. This total comprises of complete buoy £504; plus light and stainless steel base £264 including VAT. In addition, further costs for delivery, assembly and deployment £430.

With this level of cost, Commissioners were concerned at a number of unreported incidents in which buoys were damaged. It is clearly necessary to publicise and emphasise the need for incidents to be reported and to bring to the attention of Harbour Users the legal implications and level of cost of buoy replacement.

(xi) River Safety

MHIC maintain an interest in and monitor activities and developments within and adjacent to the Harbour ensuring that they are up to date and aware of issues that might arise which would impinge on operations within the Harbour. These included light pollution, position of moorings, foul discharge and provision of Visitor facilities. The Commission maintain the Port Marine Safety Code with regular internal and external reviews.

2 FUTURE ISSUES AND PLANS IN 2018/19

In looking forward to 2018/19, Commissioners have identified the following issues as on-going and scheduled for completion during the year.

(i) Consultation with Stakeholders

The important work of consulting with local stakeholders and regulatory organisations will be continued. On-going work includes holding the next Annual Public Meeting in October 2018 and the Joint River Safety Meeting in early 2019, and continued regular liaison and ad hoc meetings with the local authority and other bodies.

(ii) Publication of Information

Work to expand the website will continue with further documentation being published as and when it becomes available (as well as being made available in the local Library). The Port Guide will continue to be distributed to local organisations and be available on the website.

(iii) Finance

The Commissioners will continue to review its financial situation and explore the possibility of raising further income from sources other than the Harbour Dues.

(iv) Facilities within the Harbour

Commissioners will continue to liaise with the local authority in pursuit of the provision of a new Visitors' Pontoon, subject to finance.

For 2018 Commissioners plan to install a live-feed webcam available to the public.

MHIC will seek to identify and support projects that enhance the Harbour.

Jim Dines
Chairman, Maldon Harbour Improvement Commissioners

Maldon Harbour Improvement Commissioners

Financial Statement for year ending 31/3/2018

<u>Income</u>	<u>£</u>
Harbour Dues	5,455.65
Bank interest	<u>7.95</u>
Total income	<u>5,463.60</u>
<u>Expenditure</u>	
Salary	1,200.00
Insurance	1,456.00
Accounts Exam	156.00
Buoy replacement/maintenance	1,362.72
Meeting room	147.00
Web site	23.98
Expenses	<u>26.19</u>
Total Expenditure	<u>4,371.89</u>
 <u>Surplus for Year</u>	 <u>1,091.71</u>
 <u>Balance</u>	
Opening balance as at 31/3/17	14,000.18
Plus Surplus for 2017/18	<u>1,091.71</u>
 <u>Closing balance as at 31/3/18</u>	 <u>£15,091.89</u>
 <u>Represented by</u>	
Bank current a/c	362.15
Business saver a/c	<u>14,729.74</u>
Total Assets	<u>£15,091.89</u>

M A Gibson 12th April 2018