

THE CROUCH HARBOUR AUTHORITY

MINUTES OF THE ADVISORY COMMITTEE MEETING

HELD ON

3RD JULY 2019

CHAIRMAN: K Wickham

PRESENT: C Bailey, B Calver, P Channer, T Dann, R Fancy, C Freeman, B Hazlewood, S Hollington, D MacEwen, R Pitt, P Pope, N Pudney, D Record, M Robarts, A Shearring, P Woodford

APOLOGIES: S Harrison, J James, M Smith, C Spain

1 MINUTES OF THE ADVISORY COMMITTEE MEETING HELD ON 5TH DECEMBER 2018

1.2 It was proposed by Mr Record and seconded by Cllr Pudney that the Minutes of the Advisory Committee be signed as a true record. There was a vote of acceptance – All agreed.

1.3 *25.3 Prosecution*

The Chairman reported that whilst the offenders were prosecuted lessons had been learned and discussions were underway to take a different approach.

2 Any Other Business:

This item was deferred to the end of the meeting.

3 MINUTES OF THE CROUCH HARBOUR AUTHORITY MEETING HELD ON THE 5TH JUNE 2019

3.1 Matters Arising:

There were no matters arising.

4 *Presentation from Captain Trevor Dann on Trinity House*

The Chairman welcomed Captain Trevor Dann who had agreed to give a Presentation on the work of Trinity House:

The organisation is the General Lighthouse Authority who look after the waters of England, Wales, The Channel Islands and Gibraltar. Trinity House are the largest self-financing Charity in the United Kingdom. They operate three vessels The Patricia, Galatea and a 31m Launch. The vessels look after approximately 450 buoys, 60 lighthouses round the Coast of England and Wales, 11,000 local aids to navigation, including the River Crouch.

Ships coming into the UK waters pay a Light Dues Tax - Fishing Vessels and Tugs are treated separately and any Pleasure Craft under 20 tonnes are exempt from paying Light Dues. This enables Trinity House to run at no cost to the taxpayer.

Entirely separate to the General Lighthouse Authorities Trinity House also administer two Charities the Trinity House Maritime Charity that runs the Cadet Training Scheme and take on about 30 cadets every year, the training period is just over three years. Trinity House have got approximately one hundred Cadets on their books at any one time.

Trinity House sponsors another twenty or so Maritime Charities.

The other Charity is the Corporate Charity. The Trinity House HQ in Tower Hill London built in 1706 brings in approximately half million to fund the Charities mainly through Weddings and Functions. Lastly the Corporate Charity looks after deep sea pilotage.

The monies to support these Charities comes from various sources.

Captain Dann then went on to give a Power Point presentation and members were given the opportunity to ask any questions.

The Chairman thanked Captain Dann for a very informative and interesting Presentation.

5 *Port Marine Safety Code and Elements of the Ports Good Governance Guidance*

The Chairman welcomed Captain Mike Roabarts the D.P. who had agreed to come along and give members a brief talk about the Port Marine Safety Code:

Slide 1: Cover slide

Slide 2: About yourself and your role

Slide 3: The Crouch Harbour Authority has its own Act of Parliament – The Crouch Harbour Act 1974. As the Act says in the documents preface; An Act to establish the Crouch Harbour Authority for the administration and control of the harbour formed by the rivers Crouch and Roach and adjacent waters in the county of Essex; to confer on the Authority powers necessary or expedient for the preservation, protection, management, maintenance and improvement of the said harbour and navigation thereof: to enact provisions in connection with the matters aforesaid; and for other purposes.

Section 4 of the Act; It is expedient in the public interest that for this purpose there should be incorporated a [new] body, to be known as the Crouch Harbour Authority and the necessary powers [see above statement]

In the HRO Section 2 Interpretation; Member means Crouch Harbour Authority

Slide 4: Read out the list of obligations

Slide 5: The Advisory Committee is recognised under the Act and HRO. The representatives of this Committee form part of an important group of local users who represent their groups to provide experience to the Authority. The Oxford English Dictionary term of Consult is ‘Seek information or advice from [an expert or professional]. It is important that the people of the Advisory Committee, take their role seriously, and impartially from any commercial interest that could possibly cause bias.

The Authority understands the commercial revenue aspects of activities and fees which are charged to run the harbour and these are covered in the Acts that confer powers. Advisory Committee representatives should feed back to the groups they represent. Part of the consultation aspect is seeking experience from representatives which is part of complying with the obligations of the PMSC and risk management. From time to time the Authority will request consultation on the matter of risk management and control, your important experience can assist in this matter.

Moving forward there are a minimum of two meetings a year and also modern communications such as email and facetime to make communications efficient and eases up on peoples precious time – you are all volunteers and are to be thanked for what you do.

Slide 6: The PMSC asks us to work with users in risk assessment. Mutual agreement and soft code approach is seen as an efficient and effective method of engaging and working with users to ensure there is no conflict and risk is controlled. External accidents have been in towage, fishing and in the leisure sector with power boating or thrill seeking. Internal incident trends show that there are incidents of speeding and poor navigation which has led to complaints of damage to boats. The Authority took necessary steps and used its powers to prosecute two individuals who were speeding in the Authority's area. We have also tried an education plan. We have powers to issue caution and continue to foster relations with the Essex Marine Police.

MAIB accidents: Fishing – single handed and also Prawn trawling and capsizing in good weather, disorientation etc. Sail boating – look out in sunny weather and capsizing in windy conditions in sheltered waters and novice sailors becoming trapped. Project Kracken.

Slide 7: With the different amount of users and activities on the river these are ways we ensure conflict of interest is minimised

Slide 8: One of my tasks as the DP is to inspect compliance of the various codes looking for statistics and evidence that things are happening. I would welcome a short piece from each of you on who you are or the specialism you have and who you represent. You have my business card. A record of attendance and minutes of meetings are also kept to demonstrate that meetings are being held according to agreed practice.

Slide 9: The DfT recommends that all ports and harbour should engage in a port master plan. Even though this is principally for larger ports for infrastructure and civil engineer projects used for expansion and new business, it is equally effective for smaller harbours and ports in engaging with users and the local community. As a trust port our incomes are fees charged for use and therefore it is appropriate that we carry out the plan.

Slide 10: About the buoyage consultation

The presentation concluded with questions and answers:

The Advisory Committee were briefed on the Buoyage Consultation and Port Master Plan.

Cllr Hazelwood made comments on how would he be able to recognise different navigation marks, he was told to read a chart or go on an RYA training course and given a copy of the Crouch Harbour Guide.

Cllr Hazelwood made the comment of wooden planks being used to board boats and that it was dangerous. He was asked where he had seen this? He said it was a general comment and something he had seen but would not say where. He was told the Port Skills and Safety had issued guidance on small boat access. If it was something outside the CHA then they have no legal powers. Mr Calver made the point that the CHA had brought to the attention of property owners unsafe pontoons and had taken action. This had also resulted in the property owners complaining that the CHA had overstepped their authority.

Those Advisory Committee Members present were given an Advisory Committee Information Form so that their representative organisation, their specialisms could be captured and recorded and also any observations they had.

The Chairman thanked Captain Robarts and reminded members of the Training Day "Navigating through the PMSC" scheduled for the 17th July 2019 at the Royal Corinthian Yacht Club.

6 *Harbour Master Update*

There was nothing to report in the Harbour Master's absence.

The Chairman reported that it was the time of year to start thinking about drafting the 2020 Harbour Guide. He said the Authority were looking for people to take up advertising and if any of the Club's wished to update their details or add new information they should get in touch with Elaine Hawksworth as soon as possible.

7 *Update on Llys Helig*

Cllrs Channer and Pudney declared an interest and abstained from participating in any discussion.

The Chairman reported that the Consultant working on behalf of the owner of the sunken vessel had submitted an application to the MMO to install four temporary steel piles to assist salvage of the Llys Helig.

The MMO have written to the Authority seeking their comments and the closing date is 17th July 2019. The MMO consent for these works is still pending and the Harbour Master has compiled a response on behalf of the Authority and has covered numerous points which not only relate to the waterside but shore side as well.

Mr Calver pointed out that the MMO Licence application was rather vague and wondered if there was any news with regard to the access. The Chairman confirmed that this was one of the questions raised by the Harbour Master in her response.

8 *Annual Dredging Licence Application - BYH to Dredge less than 12,500 cubic metres. MMO Licence No L/2015/00360/1. CHA Works Licence No 001/19 expires 3rd December 2019.*

The Chairman pointed out that this was an annual application by the Marina whose current CHA Dredging Licence expired in December. The MMO Licence expires on 1st June 2025.

It was proposed by Mr Pope and seconded by Mr Calver to RECOMMEND to the Authority to issue an annual Dredging Licence to Burnham Yacht Harbour.

9 Any Other Business:

9.1 *Works Licence Application – Longview, Hullbridge. To replace Existing Pontoon and Retaining Wall for the Longview River Wall with a New Pontoon.*

Mr Pope queried whether this was the property that works had been carried out by the owner a few years ago without a CHA Works Licence and said that caution should be taken to ensure this was not a repeat of last time. The Chairman pointed out that the current owner had applied to the MMO for a Marine Licence, which had just been approved. Natural England and the Environment Agency were also consulted and had no objections. That being the case the Authority could not refuse to issue a Licence.

9.2 *SBDA Test*

Mr Pope reported that the WFWSC were involved in testing potential water ski owners and drivers for the SBDA Level II but was not going particularly well. Last year no-one applied and the problem the Club were experiencing was that people were coming to the Club without any paperwork from the CHA. Technically speaking the Club cannot be seen to allow them to be training on the water if they are not paying their Harbour Dues. He said that without a Plaque the boat could not be legally launched in the water in order to be able to test the applicant. The Chairman said he would raise this issue with the Harbour Master and the Club would be notified of the outcome to resolve the issue.

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Mr Pope pointed out that the applicant must understand that it was not a course to teach the applicant to ski but a Test Centre and they had to pay something before they could move forward at all. For the sake of the people who don't want to join the Club but do want to get a Licence from the CHA, the Club would as a concession test these people and if they come up to standard the British Water Ski Federation would then issue them the Ski Boat Drivers Award.

There being no further business the meeting closed at 8.45 p.m.