

## Harbour Dues 2020

Dear Stakeholder

On behalf of the members of the Crouch Harbour Authority [CHA] and looking ahead to the financial challenges the Authority faces to continue to balance its books in the years ahead whilst paying heed to the current uncertain economic climate I would like to take this opportunity to make the following statement and appraise our stakeholders as follows:

2019 brings to a conclusion the revenue CHA has been receiving since 2011 associated with the 'CROSSRAIL / RSPB Wallasea Island Project in the form of:

- Initial construction of discharge pontoons
- Disbursements from ships arriving with cargo (spoil)
- Pilotage / Boarding and Landing Fees
- Rent from RSPB for pontoons
- Decommissioning and removing of pontoons and structures.

These monies have significantly contributed to both the running costs and some of the reserves belonging to the Authority.

During this period the Authority introduced a 'Prompt Payment' rate on the harbour dues tariff in order to pass some of this additional guaranteed income directly to our stakeholders. Although its availability has been reduced each year we have continued to make it available.

Being mindful of our obligation to manage our district and to have robust strategic planning fit for the future a decision has been taken to abolish the discretionary prompt payment rate and introduce an Early Payment Tariff which will be available between 1<sup>st</sup> January to 31<sup>st</sup> March and incorporated in the 2020 Harbour Dues Tariff.

It has also been decided to introduce four extra size bands as set out in the 2020 Schedule of Harbour Dues and Charges.

I hope that the following information will go in some way to highlight and explain this decision now that a major part of our recent income has come to a close and further underline the statutory responsibilities that the CHA are charged with and the areas of liability and accountability placed upon us by the Department for Transport.

#### How our income is derived

- Rents, mooring rentals and licences 38% of income total.
- Commercial Shipping and commercial activity associated with Baltic Wharf 28%
- Harbour Dues on recreational/leisure craft 34% of income total.

#### Why is a Harbour Authority necessary?

Stakeholders of most Harbours and Rivers have historically found it necessary to establish a body to manage the eclectic and often diverse mix of users for example.

Landowners, boatyards, marinas, mooring operators, fishermen, yacht clubs, kayakers, paddle boarders, conservationists and commercial shipping.

Generally there is a public right to navigate these waters by all, therefore it is imperative that a proper management system exists to minimise conflicting interests, maintain and protect the harbour environment, ensure the safety of all users and manage activities and developments so that no one person, organisation or interested group can dominate to the extent that it unreasonably excludes or prejudices the rights and freedom of others.

#### CHA Background

The Crouch Harbour Authority (CHA) with its own Act of Parliament [Crouch Harbour Act 1974] is a Trust Port. That is a not for profit body that owes its duties mostly to its stakeholders. There are more than 100 Trust Ports around the UK coast, some large ports, for example, The Port of Dover and some small ports can be found nearby at Brightlingsea and Maldon.

The jurisdiction of the CHA although, considered a small port, has a large footprint, covering

- River Crouch seaward abutting the waters of the PLA from the Whitaker, inward to Battlesbridge
- River Roach
- Large parts of the Buxey and Dengie Flats

Further, the CHA owns areas of riverbed, sections of mooring areas at Burnham, Fambridge, Brandy Hole, Hullbridge and South Woodham Ferrers on the Crouch and a small area of riverbed on the River Roach.

In accordance with the CHA ACT it is necessary to form:

- A Crouch Harbour Authority Committee
- A Finance and Estates Committee (made up from members from the main CHA board)
- An Advisory Committee
- A Port Users Group

Legislation dictates the constitution of these groups; the frequency of meetings and that appropriate minutes and records are taken.

All members are unpaid volunteers who undertake their roles conscientiously and without remuneration.

We also have a small hardworking team of staff some of whom are part-time (see appendix)

The Crouch Harbour Authority must always be looking to the future and are committed to exploring ideas and opportunities for additional income as well as operating as efficiently and cost-effectively as possible, to this extent we have not, at present, replaced the Assistant Harbour Master who left CHA employment early summer this year, we are also in the process of assessing the feasibility of removing up to 6 light buoys in order to reduce the cost on maintenance of navigation marks.

Edwin Buckley

Chairman CHA

## Appendix

### Assets & Staff

CHA owns no onshore land other than the Harbour Office.

- The Harbour Master, Office Manager and Admin Manager are our three full-time employees
- River patrolling staff are seasonal and hourly paid
- CHA owns and operates no vehicles.
- CHA owns the Patrol Vessel Watchful, the Pilot Cutter Crouch Trident and one RIB.

This year we have all worked hard at reducing and containing costs. Members of the Authority and Advisory Committee give their time and services entirely free of charge.

### Crouch Harbour Authority Activity and Functions required by legislation

- Comply with Port Marine Safety Code
- Provide and manage Pilotage service (Competent Harbour Authority for Pilotage Act 1987)
- Provide and maintain Navigation Aids and Buoyage Lit and unlit speed markers etc
- Clearly mark wrecks and obstructions
- Provide signage/markings of speed limits/water ski zones
- Patrolling of River
- Escorting of ships – some Boarding and Landing of Pilots
- Controlling Dangerous, inconsiderate or reckless navigation.
- Managing water skiing, PWC, Fast powerboat activity and boat wash
- Prosecutions and Enforcement of Byelaws
- Co-operate, liaise with Emergency services, Coastguard and RNLI
- Issue and enforce Directions to Vessels
- Liaise with Clubs re racing activities, race marks
- Train Pilots – Issue PEC's (if appropriate)

### Reporting Accountability to Government and Regulatory Bodies

- Trinity House – Ship movements/tonnages
- Trinity House – Navaid Reliability and routine inspection
- Hydrographer – Admiralty Chart information
- MCA / DfT- PMSC Audit
- MCA – Oil spill incidents and contingency plan audit
- MCA – Port Waste Management
- MCA – ISPS Int. Shipping & Port Security Code
- Customs Boarder Force Agency - Immigration and importation controls
- Environmental Agency Oil spills and other pollution
- Environmental Agency – Water Quality, Water Framework Directive
- Anglian Water – Water Quality
- Marine Management Organisation - compliance with Marine Licencing Legislation
- UKHMA – Miscellaneous
- Department of Transport. Harbour Accounts, best practice.

### Information Publications and Advice provided free to stakeholders

- Notice to Mariners
- Ship movements
- Onshore signage

- Crouch Harbour Guide
- Tide tables
- CHA Website
- Information to Third-party: Pubs, Almanacs, Pilot books, Port Guides
- Advice Frequent, Formal and Informal to the public on legal and practical matters relating to the harbour.

#### Managing the Harbour

- Administer and Issue Works Licences
- Administer and Issue Dredging Licences
- Administer and Monitor Mooring licences
- Liaise and consult with EA over Flood Defence issues
- Liaise and consult with Councils redevelopments
- Liaise and consult with Nat. England EA, RSPB, Wildlife Trust re Conservation and water quality.
- Emergency Incident Planning and Training.
- Manage Leases of the owned riverbed
- Manage licence arrangements for owned moorings areas
- Dealing with and disposing of abandoned and derelict and trespassing vessels.
- Dealing with dangerous objects
- Dealing with dangerous structures
- Liaising with MOD Firing Range, Havengore and Potton bridges
- Major Projects DEFRA Wetland Wallasea Wildcoast Project Windfarm
- Liaise and consult with local District and County Councils

#### Managing Commercial Administrative Affairs

- Manage and maintain Harbour Office and IT systems
- Insurances
- Manage Staff
- Setting Collecting and accounting for Harbour Charges
- Enforcing collecting late or non-payment
- Collection of Rents
- Commercial Affairs Payments general
- VAT Taxation
- Manage the maintenance and operation of Harbour Boats

#### Organise Service and Minute Meetings

- CHA -12 members. Three meetings per annum
- Advisory Committee - 28 members. Three meetings per annum
- Finance and Estates Committee – 6 members. Three meetings per annum
- Attend meetings of external bodies Heads of River Burnham Clubs
- Membership matters

#### Pilots National Pension Fund

- Advise Council in conference
- PNPf rescue package £72,212 based on valuation January 2010
- £72,212 paid to PNPf
- Awaiting new valuation of a rescue package, pension fund still open to new members, poor management of funds.

We do hope you find this information useful as we think it is important that our users understand our challenges in the 2020 years.