

**MINUTES OF THE MEETING OF THE SALCOMBE HARBOUR BOARD
HELD IN THE ASSEMBLY ROOM, CLIFF HOUSE, SALCOMBE
ON TUESDAY, 14 FEBRUARY 2006**

MEMBERS

* Cllr J S Beer - Chairman

* Mr R Wheeler - Vice-Chairman

* Cllr H D Bastone	* Mr T Bass
∅ Cllr J Brazil	* Mr G Foale
* Cllr R J Carter	* Mr R Gilbert
* Cllr P H Cook	* Dr P Goldsworthy
∅ Cllr C M Pannell	∅ Ms L Heape
∅ Cllr S L Rankin	* Mr D Penwill
* Cllr G Rothwell	* Mr E Johnson
* Cllr D W S Thorning	
* Cllr A R Vale	

* Denotes attendance

∅ Denotes apology for absence

Also in attendance but not participating:
Cllr R Rowe and Mr J Barrett

Officers in attendance:
For all items – Strategic Director (Operations) and
Senior Member Support Officer

SH.21/05 MINUTES

The minutes of the meeting of the Board held on 29 November 2005 were confirmed as a correct record and signed by the Chairman subject to the following:-

- That it be recorded that Mr Gilbert declared a prejudicial interest in item 5 'Review of Charges' (SH.18/05 refers) by virtue of his rental of moorings within the Harbour. Mr Gilbert left the meeting during the discussion and vote on this item;
- That it be noted that, although a number of Board Members took the advice of officers (SH.17/05 refers) and declared a prejudicial interest in item 5 'Review of Charges' and left the meeting during consideration of this item, they remained dissatisfied with this guidance.

SH.22/05 DECLARATIONS OF INTEREST

Members were invited to declare any interests in the items of business to be considered during the course of the meeting but none were made.

SH.23/05 APPOINTMENT TO THE HEAD OF SALCOMBE HARBOUR

Prior to discussion on the report, the Board extended its appreciation to Stephen Tooke, the former Harbour Master, for the work he had carried out during his employ at the Harbour. It was agreed that the Chairman would write to Stephen to extend its gratitude.

A report was considered which sought the Boards views on the future provision for the position of Head of Salcombe Harbour. The report noted that to ensure continuity of both the harbour and wider maritime operations and also to undertake corporate management responsibility, the Council was keen to seek a replacement as soon as possible. Delegated authority to recruit to the position currently belonged with the Council's Senior Management Team. However, prior to the application process, the Strategic Director (Operations) sought the views of the Board. With the review of the Harbour Board governance arrangements, in line with the Department of Transport (DfT) guidance, two issues were to be considered; direction of the vacancy and the skills required to support the Board.

During discussion, the following points were raised:-

- a) the possibility of the Board looking at applications and/or a Member of the Board sitting on the interview panel. It was felt that with the position being so specialised it may be useful for a person with suitable technical knowledge to be involved in the process. In response, the Board was informed that due to statutory provisions in terms of local authority recruitment it would be necessary to investigate the legality of this approach. Members were further reminded of the implications of the Data Protection Act;
- b) advertisement of post. As well as the normal advertising means, it was suggested to the Board that the following publications be used to encourage applicants: Western Morning News, Gazette, Lloyds List and Sea Ways. A Member of the Board felt that the post should also be advertised in relevant professional journals;
- c) an assistant harbour master. It was queried as to whether it would be necessary to employ an assistant harbour master to aid in striking a balance between maritime operations and corporate management. In response it was noted that, as part of the governance review this would be investigated but the initial thought was that there would be a need for maritime expertise to support the Harbour Master. This approach would also enable further time to be devoted to the management of the harbour. However, it was stipulated that existing staff in the Harbour Office would not be overlooked. A full review of the Harbour Office was to be implemented in due course and all jobs were due to be evaluated under the Single Status review;

- d) the role of Harbour Master in relation to the Board. The Board was advised that the DfT noted that one option for the composition of a harbour board was to have the Harbour Master as a board member. This had stemmed from those harbours where the Harbour Master previously had not had a role on or advising their respective board. During discussion, the majority of the Board felt that having the Harbour Master on the Board would be beneficial. However, it was noted that prior to a final decision, this would be investigated by the officer working group who were looking at the governance arrangements;
- e) the job specification. A Member of the Board requested that copies of the job specification be circulated to the Board once finalised.

RESOLVED

That the Board notes the process outlined in the report as presented and supports filling the position accordingly.

(Meeting commenced at 3.00 pm and concluded at 3.40 pm).

Chairman