



SOUTHWOLD HARBOUR MANAGEMENT COMMITTEE

Thursday, 24 November 2022

Subject	PROJECTS IDENTIFIED BY THE COMPLIANCE WORKING GROUP
Supporting Officer	Alastair MacFarlane General Manager Southwold Harbour Lands alastair.macfarlane@eastsuffolk.gov.uk

Is the report Open or Exempt?	OPEN
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Category of Exempt Information and reason why it is NOT in the public interest to disclose the exempt information.	Not applicable
Wards Affected:	Southwold

Purpose and high-level overview

Purpose of Report: :

To provide members with an update in relation to projects identified by the Compliance Harbour Working Group.

Recommendation:

That the Harbour Management Committee approve ongoing work relating to the projects

Impact Assessment

Governance:

The Harbour Management Committee (HMC) is required to approve ongoing work related to these projects, as set out in its Terms of Reference.

Environmental:

The HMC must act in the best interests of the port, which includes its ongoing sustainability and success. Environmental factors will be considered in the decisions which the HMC will make.

Equalities and Diversity:

No impact currently.

Financial:

No impact currently. Projects will require capital spending and will be required to follow ESC procurement policy.

Legal:

No impact currently.

Risk:

No impact currently.

Harbour Business Plan Priorities

To be added when the plan is in place.

East Suffolk Council Strategic Plan Priorities

Select the themes of the Strategic Plan which are supported by this proposal:		
T01	Growing our Economy	<input type="checkbox"/>
T02	Enabling our Communities	<input type="checkbox"/>
T03	Maintaining Financial Sustainability	<input type="checkbox"/>

T04	Delivering Digital Transformation	<input type="checkbox"/>
T05	Caring for our Environment	<input checked="" type="checkbox"/>

Background and Justification for Recommendation

1 Background facts	
1.1	A compliance working group has been set up within the HMC to consider potential improvements within Southwold Harbour. After an onsite meeting several proposals have been made which are detailed below.
2 Current position	
2.1	<p>Fisherman's Compound</p> <p>Currently boat refuelling is done by pulling a heavy rubber hose to the quayside. Hoses have to be unrolled and dragged across the quay surface each time refuelling takes place</p> <ul style="list-style-type: none"> • Recommended Action • Manual handling risk assessment should be undertaken by ESC.
2.2	<p>Harbour Road and Parking/ Harbour Businesses</p> <p>The eastern end of the harbour road is narrow with no way to safely separate traffic from pedestrians, further west outside the fish and chip shops, the public park on the unmade road in a haphazard fashion with no restrictions.</p> <ul style="list-style-type: none"> • Recommended Actions • Need to delineate road and pathways so users are clear on where they need to go. • Need to understand what leases allow businesses to do, and what responsibilities the Council has. • Need to confirm what vehicles in the harbour should be taxed and have an MOT.
2.3	<p>Boat movements</p> <p>Arrangements are in place for boat movements, but are not always followed through. Cars can be stopped, but stopping pedestrians is harder, and the group asked whether pedestrians could be sent to the banks behind businesses. Group discussed the possibility of installing a manual barrier to stop vehicles during boat movements – like a level crossing</p> <ul style="list-style-type: none"> • Recommended Action • General Manager to review adequacy of existing controls and their implementation. If there are significant risks which are not mitigated, further controls will need to be agreed and implemented.
2.4	<p>Lighting</p> <p>Lighting is installed in the fisherman's compound and on piers, there is a potential need for lighting for the safety of pedestrians and other users. One suggestion is for low-level lighting all along the harbour.</p>

2.5	<p>Sailing club area</p> <p>This is the only area of the harbour where the road floods regularly. The surface is uneven, and has never been properly resurfaced, just patched up. It is regularly regraded by the harbourmaster</p>
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3 How to address current situation	
3.1	<p>Fisherman's Compound</p> <p>General Manager and Harbour Master awaiting quote to cut and lay stainless steel pipe in a culvert to the quay edge, reposition fuelling points to quay edge and encasing in weatherproof covers.</p>
3.2	<p>Harbour Road and Parking/Harbour Business</p> <p>Carry out improvements to eastern entrance road and improve pedestrian segregation.</p> <p>Designating the area as shared space</p> <p>The road is a Restricted Byway open only to pedestrians, livestock and horse drawn vehicles etc. however the status has never been enforced. Technically this can only be enforced by the police.</p> <p>We believe it can't therefore be designated a shared space, but a meeting will take place with the County Council to determine this.</p> <p>Installing parking machines in the harbour and charging more to encourage users to move to other car parks.</p> <p>Unable to install parking machines as the area is a restricted byway.</p> <p>Putting a new parking order in place</p> <p>Unable to organise a new parking order as the road is a restricted byway. There has been a previous order, but this perhaps should not have been used.</p> <p>Installing low level gabions in certain areas to prevent road surface washing away</p> <p>After discussions with a contractor and Minor Projects Surveyor the belief is that this may be ineffective unless continuous, but continuous gabions may hamper harbour activity.</p> <p>Assistance is required from other ESC Departments regarding leases, licences and legal situation regarding vehicle licencing, taxation and MOTs.</p>
3.3	<p>Boat movements</p> <p>General Manager has emailed HMS requesting current method statement and reminding them of their duties under the Health and Safety at Work Act. The Council has provided portable barriers and signage requesting that road closures be adhered to during boat moves as per Harbour Master's instructions. The Council has agreed to assist by policing the western access.</p>
3.4	<p>Lighting</p>

	The cost of low-level solar lighting estimated at £500 per unit. This is not considered a legal requirement and further guidance is sought from HMC on whether they would like to progress with this.
3.5	Sailing Club Area No short term actions. Clarification on land ownership above MHWS is required.

4 Reason/s for recommendation	
4.1	Harbour Management Committee (HMC) approval requested to progress these projects in line with the Committee's Terms of Reference.

Appendices

Appendices:
None.

Background reference papers:
None.