

River Hamble Harbour Authority

Report of the Board and unaudited financial statements
for the year ended 31 March 2014



River Hamble Harbour Authority

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River Hamble Harbour Authority

Report of the Board for the year ended 31 March 2014

Hampshire County Council is the statutory Harbour Authority for the River Hamble Harbour. Responsibility for the governance of the River Hamble was transferred to Hampshire County Council in 1970 and the harbour has operated as a municipal port ever since.

Section 42 of the Harbours Act 1964, as amended by paragraph 10 of Schedule 6 to the Transport Act 1981, requires every statutory Harbour Authority to prepare an annual statement of accounts for the harbour activities in accordance with the requirements of the Companies Act 2006, for submission to the Secretary of State for Transport.

All harbour undertakings carried out by Hampshire County Council are part of the County Council's service provision to residents, and there is no separate legal entity in place to which the provisions apply. As such these accounts have been prepared for the River Hamble Harbour Authority in a style which is consistent with the reporting requirements of the Companies Act 2006.

Hampshire County Council delegates its executive decision making function to the River Hamble Harbour Board. The County Council and the representatives on the Harbour Board form a democratically accountable body responsible for overseeing the operation of the harbour and the impacts from it. The following members served on the Harbour Board during the year:

- Hampshire County Council:
 - Councillor Keith Evans (Chairman)
 - Councillor Keith House
 - Councillor Peter Latham
- Independent Board Members:
 - David Jobson (Recreation)
 - Mr Chris Moody (Marine Industry)
 - Nikki Hiorns (Environment)
- Marine Director:
 - Mr David Evans (Harbour Master)

In addition, the River Hamble Management Committee (constituted in accordance with the River Hamble Harbour Revision Order 1969, as subsequently amended) provides policy advice to the Harbour Board and is responsible for scrutinising the Harbour Board's decisions. The Management Committee is comprised of nineteen

members: ten County Councillors (one of which acts as the Committee Chairman), three District Council Councillors (one from Eastleigh, one from Fareham and one from Winchester) and representatives from each of the following interested parties: Associated British Ports; Association of River Hamble Yacht Clubs; British Marine Federation; Hamble River Boatyard and Marine Operators Association; the Berth and Mooring Holders; and the Royal Yachting Association.

Principal Activities:

The principal activities of the Harbour Authority during the period under review were the management of moorings, pontoons and associated harbour facilities, and ensuring the safe and efficient operation of the River Hamble Harbour.

Political and Charitable donations:

There were no political donations and expenditure, or charitable donations made during the year.

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) and in keeping with the requirements of Section 42 of the Harbours Act 1964.

The financial statements were approved and authorised for issue by the Board on 23 September 2014 and signed on its behalf by Councillor Keith Evans.

River Hamble Harbour Authority

Harbour Master's report for the year ended 31 March 2014

2013/14 was an interesting year, not least because of the extremes of weather which were experienced. 2013 started very cold and, after a reasonable summer, turned very wet and windy which caused a significant increase in the Authority's workload.

The Harbour Authority's compliance with the Port Marine Safety Code was audited twice during the year by the Designated Person. There were no major incidents or non-conformities to report. Management of the mid-stream moorings and the moorings waiting list on behalf of The Crown Estate has run smoothly, with a noticeable decline in the number of complaints.

The effective management of the Harbour depends on having competent and committed staff who work well together as a team. Throughout the year, the Authority has been able to rely upon fully trained and experienced staff, most of whom have worked for the Authority over a long period, thus ensuring that stability of staffing is maintained and enabling consolidation of regular training needs and implementation of new, improved ways of working.

The winter storms caused many problems and some significant damage on the River. Staff were heavily involved with the clear-up operation and everything was back to normal as quickly as possible. Harbour Authority staff were able to identify a number of 'lessons' from the extreme weather events and promulgated these to mooring holders to help them enhance the resilience of their boats to storm damage in the future.

On the development front, there has been a steady flow of applications for Harbour Authority works consent during the last year, including:

- Crown Estate proposals to install a total of six long pontoons in two separate locations on the River. This project was approved and completed.
- A joint application by the Royal Southern Yacht Club and Royal Air Force Yacht Club to rebuild their sea wall, carry out a capital dredge and reconfigure pontoons was approved and work is expected to start over the winter of 2014/15.
- An application to change the design of the lift dock at Swanwick Marina was approved.
- An application to rebuild the quay wall at Cabin Boatyard was approved

The Crown Estate also undertook a significant pile replacement programme during the winter. This was completed, although progress was hampered in the early stages by the weather.

A crime deterrence project started at Easter 2013, with the issue (free of charge) of SmartWater forensic marking kits to all the boats in the River which pay annual Harbour Dues. There is considerable evidence to indicate that this project has resulted in a significant reduction in reported crime on and around the River over the past 12 months.

Once again, the Harbour Authority worked with the Hamble River Combined Clubs on the preparation of the latest edition of the River Hamble Handbook and Directory, which was published in February. The Authority has also produced its own Visitor Guide which provides more detailed information aimed primarily at visiting and local yachtsmen but also of use to walkers, birdwatchers and those who simply want to enjoy the River scene. Its main purpose is to encourage more yachtsmen to visit the Hamble by explaining what is on offer.

On the environmental side, staff remain fully trained, to the required level, for oil spill response, and our equipment stocks have been maintained. A major oil spill response exercise was held in July 2013, using the scenario of a spill from the M27 motorway bridge. The Oil Spill Response Plan was also subject to a major review and has been approved and circulated to the relevant authorities. All appropriate staff have also been updated with training in marine fire-fighting and first aid.

The Harbour Authority's Port Waste Management Plan which covers all waste facilities at the Harbour Office, marinas and boatyards, and Yacht Clubs has been reviewed and successfully audited by the Maritime and Coastguard Agency.

The Authority continues to support the work of the Hamble Estuary Partnership (HEP), which has been showing a particular interest in potential pollution sources relating to the bridges cross the River and in the potential to undertake beneficial re-use of dredged material in a manner that would enhance the conservation of saltmarsh areas.

Overall, it has been a good year and the Authority can be proud of its efforts to keep the harbour as safe as possible for those who use it.

David Evans
Harbour Master

River Hamble Harbour Authority

Accountant's report
for the year ended 31 March 2014

These accounts have been prepared in accordance with the requirements of the Companies Act 2006 and comprise the Profit and Loss Account, the Balance Sheet and related notes.

The River Hamble Harbour Authority meets the small company criteria contained in sections 382 and 383 of the Companies Act 2006.

Under section 477 of the Companies Act 2006, a company that qualifies as a small company is exempt from the requirements of the Act relating to the audit of accounts for that year. These accounts are therefore presented unaudited.

The financial transactions, assets and liabilities of the River Hamble Harbour Authority are also included within the statutory accounts of Hampshire County Council. These are presented in accordance with the Accounts & Audit Regulations 2011 and are published at <http://www3.hants.gov.uk/finance/treasurers-statementofaccounts.htm>.

Signed:

Date:

Anne Hibbert
Corporate Accounting Manager

River Hamble Harbour Authority

Profit and loss account for the year ended 31 March 2014

	Notes	2013/14 £	2012/13 £
Turnover	2	531,439	520,647
Other operating income	3	74,105	83,740
		605,544	604,387
Staff costs	4		
Salaries		304,649	288,864
National Insurance		22,432	21,267
Pension		52,676	49,865
Other employee expenses		4,992	6,229
		384,749	366,225
Depreciation and other amounts written off tangible and intangible fixed assets		32,207	43,473
Other operating charges			
Rent/Rates/Leases	5	19,486	14,698
Utilities		3,221	3,540
Other Premises Costs		1,707	1,842
Boats - Repairs & Expenses	6	30,332	36,725
Staff Travel		1,761	1,760
Insurance		1,570	1,570
Office Expenses	7	17,308	36,410
Environmental Maintenance		16,791	3,343
Public Jetties & Navigational Safety		11,096	13,220
Services provided by Hampshire County Council	8	48,586	47,438
Other Services inc Designated Person		8,745	10,625
Oil Spill Response		7,728	6,096
CCTV		668	2,912
The Crown Estate Settlement		5,086	7,520
Projects funded by Reserves	9	14,016	40,164
		188,101	227,863
Profit/(loss) for the financial year	14	487	(33,174)

River Hamble Harbour Authority

Balance sheet as at 31 March 2014

	Notes	2013/14	2013/14	2012/13	2012/13
		£	£	£	£
Fixed assets					
Tangible assets	10		330,919		363,126
Current assets					
Debtors	11		7,725		39,417
Cash at bank and in hand			<u>1,137,640</u>		<u>1,111,224</u>
			1,145,365		1,150,641
Creditors: Amounts falling due within one year	12		356,605		394,575
Net current assets	13		<u>788,760</u>		<u>756,066</u>
Total assets less current liabilities			1,119,679		1,119,192
Net assets			<u><u>1,119,679</u></u>		<u><u>1,119,192</u></u>
Reserves	14				
Profit and loss account			<u>1,119,679</u>		<u>1,119,192</u>
			<u><u>1,119,679</u></u>		<u><u>1,119,192</u></u>

For the year ended 31 March 2014 the River Hamble Harbour Authority was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No notice has been received in accordance with section 476 of the Companies Act 2006 that requires the River Hamble Harbour Authority to obtain an audit.

The Board acknowledges its responsibilities for complying with the requirements of the Act with respect to accounting records and for preparing accounts which give a true and fair view of the state of affairs of the River Hamble Harbour and of the profit or loss for the financial year.

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved and authorised for issue by the Harbour Board and signed on its behalf by

_____ on _____
Councillor Keith Evans
Chairman of the Board

The notes on pages 11 to 15 form an integral part of these financial statements.

River Hamble Harbour Authority

Notes to the financial statements
for the year ended 31 March 2014

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

1.2 Turnover

Turnover represents the total value, excluding value added tax, of sales made during the year and derives from the provision of goods and services falling within the River Hamble Harbour Authority's ordinary activities.

1.3 Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, on a straight line basis.

2 Turnover

The total turnover for the year has been derived from the River Hamble Harbour Authority's principal activity, wholly undertaken in the UK.

	2013/14	2012/13
	£	£
Marinas and Boatyards	366,037	371,461
River Moorings	97,378	99,224
Jetty Charges	28,865	15,781
Miscellaneous Income - Commercial and Pleasure craft	6,502	6,186
Net Sublet Income	6,721	12,388
Total Harbour Dues	505,503	505,040
Visitors	25,936	15,607
Total turnover	531,439	520,647

3 Other operating income

	2013/14	2012/13
	£	£
Crown Estate Management Fee	61,906	55,380
Miscellaneous Income	3,736	11,933
Interest	4,678	471
Other Funding	3,785	0
Miscellaneous Berthing	0	15,956
Total other operating income	<u>74,105</u>	<u>83,740</u>

4 Employees

	2013/14	2012/13
Staff numbers	11	11

5 Rent Rates Leases

	2013/14	2012/13
	£	£
Rent - Oil Spill Response Equipment Unit	3,600	1,200
Rent - Crown Estates	3,280	0
Rent - Stone Pier Yard	0	1,200
Hire - Warsash Sailing Club	100	100
Rent - Warsash Jetty	1,640	1,640
Rent - Visitors Pontoon	1,640	1,640
Rent - Hamble Jetty	1,640	1,640
Rent - Fishermans Pontoon	1,640	1,640
Rent - Harbour Master's Office	5	5
Business Rates - River Hamble Harbour	5,722	5,603
Business Rates - 5B Stone Pier Yard Shore Road	219	30
	<u>19,486</u>	<u>14,698</u>

6 Boat repairs & expenses

	2013/14	2012/13
	£	£
Repair, Maintenance and Boat Refurbishment	25,576	30,285
Vehicle Fuel	3,832	2,887
Tools (including Chandlery)	924	3,553
	<u>30,332</u>	<u>36,725</u>

7 Office expenses

	2013/14	2012/13
	£	£
Equipment	1,997	2,930
First Aid Supplies/Health & Safety	1,148	530
Printing & Stationery	3,084	3,824
Catering/General	737	3,195
Protective Clothing	2,073	5,269
IT Charges	1,397	12,281
Postage	1,288	2,531
Subscriptions	3,250	1,300
Phones	247	1,613
Promotional Events/Publicity/Publications	1,379	2,072
Credit Card Charges	708	865
	<u>17,308</u>	<u>36,410</u>

8 Services provided by Hampshire County Council

	2013/14	2012/13
	£	£
Accountancy	21,200	21,200
Payroll	0	340
Transaction processing	2,488	2,148
Tax/cash management	200	200
Internal audit	3,410	3,410
Legal Services	7,072	5,715
Democratic Services	14,216	14,425
	<u>48,586</u>	<u>47,438</u>

No charge is levied for the following

- Rent and repair costs associated with the Harbour Office
- Access to and use of the County Council's IT infrastructure and systems
- Insurance, apart from a nominal premium of £1,570 relating to the Patrol Boats

9 Projects funded by Reserves

	2013/14	2012/13
	£	£
Learning Zone Project	8,425	0
Warsash Slipway & Hamble Jetty extensions- Detailed plans	5,591	0
Security Marking Kits	0	22,000
Hydrographic Profiles	0	275
ABPMER Feasibility Study	0	3,630
River Hamble Games	0	2,304
RIB	0	1,500
Slipway Options	0	1,941
Access Slipway	0	2,528
Patrol Boats	0	5,986
	<u>14,016</u>	<u>40,164</u>

10 Tangible fixed assets

	Marks, Beacons, Lights, Piles, Buoys	Bridges, Walkways, Jetties	Boats	Other	Total
	£	£	£	£	£
Cost					
At 1 April 2013	175,000	584,000	55,000	97,000	911,000
Additions	0	0	0	0	0
Disposals	0	0	0	0	0
At 31 March 2014	<u>175,000</u>	<u>584,000</u>	<u>55,000</u>	<u>97,000</u>	<u>911,000</u>
Depreciation					
At 1 April 2013	107,087	336,120	7,667	97,000	547,874
Charge for the year	6,287	21,587	4,333	0	32,207
On disposals	0	0	0	0	0
At 31 March 2014	<u>113,374</u>	<u>357,707</u>	<u>12,000</u>	<u>97,000</u>	<u>580,081</u>
Net book values					
At 31 March 2014	<u>61,626</u>	<u>226,293</u>	<u>43,000</u>	<u>0</u>	<u>330,919</u>
At 31 March 2013	<u>67,913</u>	<u>247,880</u>	<u>47,333</u>	<u>0</u>	<u>363,126</u>

11 Debtors

	2013/14	2012/13
	£	£
Trade debtors	7,725	39,417
Prepayments and accrued income	0	0
	<u>7,725</u>	<u>39,417</u>

No debtor amounts fall due after more than one year

12 Creditors: amounts falling due within one year

	2013/14	2012/13
	£	£
Trade creditors	689	12,498
Accruals and deferred income	355,916	382,076
	<u>356,605</u>	<u>394,575</u>

No creditor amounts fall due after more than one year

13 Current assets

The current assets of the River Hamble Harbour Authority are held within three separate funds. The Revenue Reserve fund is held for general expenditure on the running of the Harbour, the Asset Replacement Reserve fund is held for covering the costs of replacing the fixed assets of the Harbour Authority and the Asset Enhancement Reserve fund is held for expenditure which specifically enhances the River Hamble.

	Revenue Reserve	Asset Enhancement Reserve	Asset Replacement Reserve	Total
	£	£	£	£
At 1 April 2013	99,525	286,389	370,152	756,066
Transfers to/(from) reserves	7,589	(11,235)	36,340	32,694
At 31 March 2014	<u>107,114</u>	<u>275,154</u>	<u>406,492</u>	<u>788,760</u>

14 Profit and Loss Account

	Total
	£
At 1 April 2013	1,119,192
Transfers to/(from) Profit and Loss account	487
At 31 March 2014	<u>1,119,679</u>

Reconciliation of Profit and loss account to Management accounts

	2013/14
	£
Profit/(loss) for the financial year from Profit and Loss account	487
Add back:	
Depreciation	32,207
Transfers to/from reserves	<u>(25,105)</u>
	<u><u>7,589</u></u>