



Report No: **62/2009** Public Agenda Item: **Yes**

Title: **Tor Bay Harbour - Operational Moorings and Facilities Policy**

Wards Affected: **All Wards in Torbay**

To: **Harbour Committee** On: **23 March 2009**

Key Decision: **No**

Change to Budget: **No** Change to Policy Framework: **No**

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1. What we are trying to achieve and the impact on our customers

- 1.1 This report is seeking to amend the operational moorings and facilities policy. The impact of this policy is to ensure that a consistent, fair and equitable approach is applied to new, existing and potential facility customers that use Tor Bay Harbour and the harbour estate. It also aims to ensure that the policy and associated conditions are fully understood and recognised as being reasonable.

2. Recommendation(s) for decision

- 2.1 **That the document set out in Appendix 1 be adopted as the Tor Bay Harbour Operational Moorings and Facilities Policy – Version ~ 3.**

3. Key points and reasons for recommendations

- 3.1 Within Tor Bay Harbour a number of discretionary services are provided. Some of the most popular discretionary services are the provision of moorings, berths, boat park spaces, tender racks, storage lockers, etc. The annual use of these various Council owned harbour facilities is governed by a variety of controlling factors. These factors include local harbour legislation, harbour byelaws and the annual Facility Form Agreement terms and conditions.
- 3.2 In June 2007 the Harbour Committee introduced a new operational policy statement to supplement the Tor Bay Harbour Act 1970 (and subsequent amending legislation), the associated Harbour Bye- laws, and the facility agreement conditions. The policy was subject to routine review and amendment and the Harbour Committee approved Version 2 in December 2007.

- 3.3 Waiting lists for facilities have existed for many years and local boat owners have been given preference when vacancies have arisen. The Tor Bay Harbour operational moorings and facilities policy makes it clear how this system works and it sets out the order of priority for facility allocation.
- 3.4 An operational moorings and facilities policy is required to ensure that a consistent, fair and equitable approach is applied to new, existing and potential facility holders that use Tor Bay Harbour and the harbour estate. It also aims to ensure that the policy and associated conditions are fully understood and recognised as being reasonable. The existing operational policy statement serves as a management tool and it was accepted that it would need to be amended from time to time by the Harbour Committee. It therefore does not form part of the strategic policy framework set by Torbay Council.
- 3.5 In December 2007 the Harbour Committee were asked to amend the 'Facilities Allocation' section which covers the subject of waiting lists. Report 327/2007 stated that the 'Facilities Allocation' section did not reflect the arrangements agreed with Marina Developments Ltd in respect of the new Town Dock. The Committee approved the revision of this section to incorporate the priority of berth allocation for the Town Dock. However, now that a formal agreement with Marina Developments Ltd in respect of the new Town Dock may not be required the Committee is recommended to reconsider this section but to leave it unchanged.
- 3.5 There are no significant risks associated with the recommendation in this report. However, the absence of such a policy may attract criticism, especially if the Harbour Masters are expected to take operational decisions in the absence of clear guidelines.

For more detailed information on this proposal please refer to the Supporting Information.

Kevin Mowat
Executive Head of Harbour and Marine Services
Tor Bay Harbour Master

Supporting information to Report 62/2009

A1. Introduction and history

- A1.1 The Tor Bay Harbour Operational Moorings and Facilities Policy was adopted by the Harbour Committee in June 2007 and amended in December 2007.
- A1.2 The 'Facilities Allocation' section (page 6) has been amended to make reference to a new Appendix 2 which provides a procedure covering the waiting list and the application of deposits.
- A1.3 The 'Use of Facilities' section (page 11) has been expanded in respect of people sleeping on board their craft and the 'Fuel and Re fuelling' section has been updated to cover fuel siphoning/pumping devices.
- A1.4 A new section on 'Visitor Moorings' has been added (page 14). This section restricts the use of visitor moorings by local vessels.
- A1.5 A new Appendix 2 has been added (page 18), which is the procedure covering the waiting list and the application of deposits.

A2. Risk assessment of preferred option

A2.1 Outline of significant key risks

- A2.2 There are no key risks associated with taking this decision.
- A2.3 The adoption of a clearly stated moorings and facilities policy will enhance the Council's reputation for transparency and accountability in respect of its delivery of Harbour and Marine Services.

A2.4 Remaining risks

- A2.5 There are no remaining risks.

A3 Other Options

- A3.1 To take no action and continue with the existing Tor Bay Harbour Operational Moorings and Facilities Policy, which was adopted in December 2007.

A4 Summary of resource implications

- A4.1 There are no resource implications.

A5 What impact will there be on equalities, environmental sustainability and crime and disorder?

- A5.1 Adoption of a clearly stated moorings and facilities policy should promote equality of opportunity for people to access services provided by the Harbour Authority. Furthermore it should reduce or eliminate any unlawful discrimination, direct or indirect, regarding the allocation and use of moorings and facilities.

A6 Consultation and Customer Focus

A6.1 The moorings and facilities policy includes existing and well-established policy or terms and conditions of use. However, these latest amendments are to be tabled at the next Harbour Liaison Forums and have been discussed with staff within Harbour and Marine Services.

A7 Are there any implications for other Business Units?

A7.1 There should be no impact for other Business Units.

Appendices

Appendix 1 Tor Bay Harbour – Operational Moorings and Facilities Policy - Version ~ 3

Documents available in members' rooms

None

Background Papers:

The following documents/files were used to compile this report:

A Code of Practice for the Design, Construction and Operation of Coastal and Inland Marinas and Yacht Harbours – British Marine Federation