

<b>Meeting Title</b>	<b>Brixham Harbour Liaison Forum</b>
<b>Venue</b>	Brixham Yacht Club
<b>Date</b>	3rd March 2010 at 10.30

<b>Present</b>	Capt P Labistour (PL) Capt K Mowat (KM) Mr D Bartlett (DB) Miss A Blackburn (AB) Mr K Bower (KB) Mr A Haynes (AH)	Mr D Putt (DP) Cllr R Horne (RH) Mr R Smith (RS) Mr C Bedford (CB) Mr D Jones (DJ) Mr W Ford (WF)	Mr D Saunders (DS) Mr A Lloyd (AL) Mr B Curtis (BC) Mr R Butler (RB)
----------------	--	--	---

<b>Agenda Items</b>	1. Apologies for absence 2. Minutes of the last meeting 3. Matters Arising <ul style="list-style-type: none"> <li>a) Oxen Slipway</li> <li>b) Breakwater Repairs</li> <li>c) Electricity Recharges</li> <li>d) Problem Boats</li> <li>e) Moorings</li> <li>f) Recruitment</li> <li>g) Harbour Commissioning</li> <li>h) Boat Pontoons/Infrastructure</li> </ul> 4. Insurance 5. Brixham Regeneration Update 6. Blackball Lane 7. Tor Bay Harbour Business Plan 2010/11 8. Passenger Boat Owners Association 9. Port Marine Safety Code 10. Harbour Authority Publications 11. Scrubbing Grids 12. Fish Market Management Advisory Group 13. Moorings Policy 14. Automatic Identification System - AIS 15. Safe Access 16. Maintenance Regime 17. Harbour Committee – upcoming agenda
---------------------	---

<b>1.</b>	<b>Apologies for Absence</b>	
	Robbie Richardson, Paul Aggett, Shaw Smith and Nick Wright	

<b>2.</b>	<b>Previous minutes</b>	<b>Action</b>
	It was agreed that the minutes of the meeting of 25 <sup>th</sup> November 2009 were a true and accurate record of that meeting.	

3.	<b>Matters Arising</b>	<b>Action</b>
(a)	<p><b><u>Oxen Cove Slipway</u></b></p> <p>AH raised concerns over the safety of the slipway:</p> <p>1)Holes in slipway are dangerous for small feet 2)Trailers are getting their jockey wheels stuck in the holes</p> <p><b>Action to be Taken:</b> It was agreed that the wall/walkway on the left hand side going down will be built as soon as possible; also that DB would investigate laying a concrete strip down the centre of the slipway.</p>	KM/PL DB
(b)	<p><b><u>Breakwater Repairs</u></b></p> <p>Dave Stewart is putting in an application to the Environment Agency for funding for the repairs to the Bullnose end. PL said that approval to spend up to £150,000 had been by the Harbour Committee, but that we need to have a full structural survey completed first, but that we also need emergency repairs to commence a.s.a.p. KM reported that there needs to be a decision over who funds the repairs, do we wait to get more money or focus on it now before the situation gets worse. PL will chase DS for feedback</p>	PL
(c)	<p><b><u>Electricity Recharges</u></b></p> <p>PL reported that he was waiting for Electrotech and Rolec to get back with their respective quotes and subject to funding he intended to proceed.</p>	PL
(d)	<p><b><u>Problem Boats</u></b></p> <p>PL reported that with reference to the 'GREITJE' the harbour has made £8000 income from her and he was waiting for sealed bids to be returned. If she is still in Brixham at the next meeting he will have to pick up the costs. The MCA must be assured that she is safe to tow i.e. she will need proper towage points and must be water tight. KB suggested that she was put on the beach and cut up in situ.</p> <p>PL advised the Forum that he had commissioned Mcloud and Stride to deal with the 'LUCY LOU' and they have taken off the hull and other parts to be taken to the harbour yard at Yalberton.</p>	PL
(e)	<p><b><u>Moorings</u></b></p> <p>PL reported that 95% of the outer harbour moorings had now been changed since the last meeting. The new moorings have a more robust system and if any customers would like the paper work on their allocated moorings, for insurance purposes, then they can collect it from the Harbour Master's office. The other 5% still needs further work to be carried out and currently one is lost and needs to be recovered.</p>	
(f)	<p><b><u>Recruitment</u></b></p> <p>PL reported that the Dockmaster post has been filled by John Horner to cover the gap in the 24/7 security cover.</p>	

	<p>KM advised the Forum that the Assistant Harbour Master at Torquay had accepted a new position at Dartmouth. He would soon be advertising for the vacant post.</p>	KM
(g)	<p><b><u>Harbour Commissioning</u></b></p> <p>KM reported that the Harbour Committee had held a special meeting in January to consider the whole issue of commissioning the harbour authority function. The Committee fully supported the commissioning process and had agreed to change to a Harbour Board with independent voting members rather than advisors. The Harbour Committee's recommendations were now being considered by the political leadership before final proposals were taken for a decision by the Council, probably in May. The changes should bring the governance of the harbour more in line with other Harbour Authorities, especially in the trust port sector. This would lead to a number of benefits that could be achieved over time. Forum members were asked to contact KM if they required further information.</p> <p>CH said he had concerns over the possible 'raiding' of the Harbour estate. WF asked whether the Council would be able to veto any decisions. KM stated that the harbour function would stay in house, and at the moment the Council's ultimate veto would be to amend their constitution.</p>	KM
(h)	<p><b><u>Boat Pontoons/Infrastructure</u></b></p> <p>DJ said that he has had feed back concerning the facilities for the disabled, especially concerning the lack of adjacent parking.</p> <p>PL replied that he can arrange for the barriers to be opened for anyone who needs to be dropped off.</p> <p>KM reported that the Council's Transportation Working Party were considering the option to fund new pontoon facilities for embarking/disembarking passengers at Brixham and Torquay. The initiative was not linked to any specific fast ferry proposal but was about improving the experience for travelling passengers. Officers from Transport Planning would expect a passenger boat service to make a commitment towards an all year round operation. KM and transport colleagues were to make a business case for the potential funding of up to £500,000. Further news could be expected in June.</p>	KM
<b>4.</b>	<p><b><u>Insurance</u></b></p> <p>PL stated that there had been problems with boats having no insurance. This means that owners cannot afford to pay the recovery costs; this is especially a problem with the smaller boats. If the boat sinks the divers find it hard to get the money back from the owners as they do not have adequate insurance cover, if any at all. The Forum was asked whether the Harbour Office should be looking at individual insurance certificates ?</p> <p>CB replied that sighting the documents would not achieve anything as they can cancel the policy the next day, so just looking at the insurance is not enough.</p> <p>KM said that we must be strict on our policy and if anyone does not have the correct insurance then they should have they facility removed.</p> <p>RB suggested that the Harbour Authority should ask for the name of the insurance company and the policy number to be put on the annual facility forms.</p> <p>PL and KM agreed that this was a very good idea and that subject to the views of the legal section, changes to the form could easily be made.</p>	<p><b>Action</b></p> <p>PL/KM</p>

<b>5.</b>	<b>Brixham Regeneration – Update</b>	<b>Action</b>
	<p>PL provided brief details on the following points :</p> <ol style="list-style-type: none"> <li>1) Beamer market</li> <li>2) Day boat market</li> <li>3) BTA's Cold Store</li> <li>4) New Units A &amp; D have gone out to open tender (approx 50sqm), both are working areas but there are issues over Health and Safety whilst site works continue - seeking fish related processors</li> <li>5) There are issues over fitting out the buildings.</li> <li>6) The new fish restaurant/fishmongers shop</li> </ol> <p>PL also reported that RDA funding was available to take forward Phases 3 &amp; 4, etc. but a report was pending which would provide advice about where best to spend the money.</p> <p>AH reported that there were ongoing drainage issues concerning the BYC compound behind the coastal footpath, where the sea overtops. KM said that he couldn't comment on the drainage but there was no funding to prevent overtopping of the sea. He said that they would concentrate on the improvements to the main Oxen Cove slipway and simply close the footpath when the sea occasionally made it dangerous.</p>	
<b>6.</b>	<b>Blackball Lane</b>	<b>Action</b>
	PL advised that the Council had started work to make the Lane safe for pedestrians and vehicles. He also said that apart from the coaches there were no access issues of concern.	
<b>7.</b>	<b>Tor Bay Harbour Business Plan 2010/11</b>	<b>Action</b>
	<p>KM reported that the draft Business Plan had been circulate to Forum members by email. He had received a response from Cllr Stocks and would endeavour to implement her suggestions. KM outlined the main changes from last year but no other comments were forthcoming.</p> <p>CB said that the Lifeboat, Coastguard and Defra should be listed within the plan as customers/stakeholders. PL said that the plan would be amended to reflect these partners.</p> <p>KM said that the Business Plan was largely unchanged, but there were some new actions such as improving recycling and reducing energy consumption. PL indicated that the old Market House building had planning permission to open as a restaurant.</p>	KM
<b>8.</b>	<b>Passenger Boat Owners Association</b>	<b>Action</b>
	PL advised the Forum that the Harbour Masters had recently hosted a meeting with the local passenger boat owners. He said that the harbour will engage with specific user groups as required and with the passenger boat owners a meeting is held at the beginning and end of each season to discuss different plans, issues and events.	
<b>9.</b>	<b>Port Marine Safety Code</b>	<b>Action</b>
	PL reported that the harbour had received a successful audit and the resulting improvement plan was in place.	

<b>10.</b>	<b>Harbour Authority Publications</b>	<b>Action</b>
	PL reported that the Harbour Visitor Guide had been updated and is now available. Tide tables and a schedule of Maritime Events for 2010 had also been published if anyone would like copies.	All
<b>11.</b>	<b>Scrubbing Grids</b>	<b>Action</b>
	PL said that the outer grids are now fully functioning; all uprights and fenders have been replaced and are working. WF asked if 4 extra blocks could be added to accommodate the Fairmile ? He indicated that he was willing to support this financially. PL said that he must get a structural engineer to provide a report first, but this matter would be investigated.	PL/DB
<b>12.</b>	<b>Fisk Market Management Advisory Group</b>	<b>Action</b>
	PL indicated that the idea of a Fisk Market Management Advisory Group had been discussed briefly with the Trawler Agents. The purpose was to try and engage with all aspects of the fishing industry to create a small group of stakeholders to help with the strengthening of the rules/regulations and to tighten up security. He said that ideally all of the industry would sign up to the idea with a view to improving the overall culture. Meetings need only be twice a year to agree working practices and discuss all relevant information. RS stated that he was not pre warned about the increase in price on the Fish Buyers licence and he should have been informed before hand. KM accepted that there needed to be an improvement in the lines of communication between all the different groups. RS replied that he should not be expected to inform the Harbour Authority about any of his company's business dealings. PL encouraged the sharing of information and that this should work both ways and between all parties. KM stated that providing the new and correct infrastructure would only go halfway to regenerating the fishing industry, the real challenge would be to change attitudes and win over the hearts and minds. He said that stakeholders had to buy into this concept.	All
<b>13.</b>	<b>Moorings Policy</b>	<b>Action</b>
	KM provided an update on the latest revisions to the Policy that would be recommended to the Harbour Committee at their next meeting.	
<b>14.</b>	<b>Automatic Identification System – AIS</b>	<b>Action</b>
	PL advised the Forum that AIS systems were fitted to all larger vessels and that the Harbour Authority monitored the transmissions in the Bay. The AIS system would track and record all the movements and that we would like to encourage stakeholders to fit an AIS unit to their own craft.	All
<b>15.</b>	<b>Safe Access</b>	<b>Action</b>
	PL advised members that the MCA had circulated a letter about safe access to vessels and were asking questions about who had the responsibility to ensure that the access was safe. It was clear that the Harbour Authority would need to keep steps, ladders, pontoons, etc, clean, adequately illuminated and	

	well maintained. KM said that assuming that all the port infrastructure was in good working order then it was very much the skipper/master's responsibility to provide safe access onto the vessel.	All
--	--	-----

<b>16.</b>	<b>Maintenance Regime</b>	<b>Action</b>
	PL informed the Forum that he would be adding greater formality to the planned maintenance programme.	PL

<b>17.</b>	<b>Harbour Committee - Upcoming Agenda</b>	<b>Action</b>
	PL ran through the various Agenda items for the forthcoming Harbour Committee.	

#### Next Meeting

#### Venue

#### Future Meetings

9<sup>th</sup> June 2010 at 10.30am

Brixham Yacht Club

8<sup>th</sup> September 2010

24<sup>th</sup> November 2010

#### Dates of Harbour Committee Meetings

15<sup>th</sup> March 2010 5.30pm Brixham

21<sup>st</sup> June 2010 5.30pm Paignton

20<sup>th</sup> September 2010 5.30pm Torquay

6<sup>th</sup> December 2010 5.30pm Brixham