

Meeting Title	Brixham Harbour Liaison Forum
Venue	Brixham Yacht Club
Date	8 th September 2010 at 10.30

Present	Capt P Labistour (PL) Mr D Bartlett (DB) Miss A Blackburn (AB)	Mr R Smith (RS) Mr K Bower (KB)	
----------------	--	------------------------------------	--

Agenda Items	1. Apologies for absence 2. Minutes of the last meeting 3. Matters Arising a) Insurance b) Passenger Boat Pontoons/Infrastructure 4. Brixham Harbour Office - move 5. Food Safety Policy 6. Forthcoming Events 7. Port Facility Security Plan Audit 8. Other News 9. Harbour Committee – Upcoming Agenda
---------------------	--

1.	Apologies for Absence	
	Capt. K Mowat, Mr D Ham & Cllr R Horne	

2.	Previous minutes	Action
	It was agreed that the minutes of the meeting of 9 th June 2010 were a true and accurate record of that meeting.	

3.	Matters Arising	Action
(a)	Insurance PL advised the Forum that he had been in contact with Evelyn Murray, the Insurance Manager for Torbay Council. An extract from her advice is set out below :- <i>“Your terms and conditions should require the third party (boat owner) to indemnify the local authority for any negligent acts. The Public Liability policy is therefore a financial remedy for the negligent actions of the boat owner.</i> <i>Public Liability insurance protects the policy holder (boat owner) from being sued for negligence. The courts can still award damages; it would just mean that the boat owner would be responsible for paying any award directly rather than being financed by an insurance policy for costs and damages. So it is of course in the boat owner’s best interest to have Public Liability Insurance and a necessity for the Authority to make it a condition of the hiring agreement, evidence of which must be seen and recorded by the harbour office. Annual checks also should be undertaken.</i>	

3.	Matters Arising	Action
	<p><i>The minimum amount of Public Liability cover a third party should have is £5m. The risks associated with owning and sailing a boat could be considered relatively high in terms of loss of life, personal injury and property damage that could arise through the negligent actions of a boat owner."</i></p> <p>PL advised that he would go back to the Committee Chairman and Executive Head in order to discuss a way forward with this issue.</p>	PL
(b)	<u>Passenger Boat Pontoons/Infrastructure</u>	
	The Forum was advised by PL that the bid to Torbay Councils Transport Working Party for funding had been unsuccessful.	
4.	Brixham Harbour Office - move	Action
	PL reported that the Harbour Office would be moving from its temporary accommodation in Oxen Cove to the new office building on 3 rd November 2010.	
5.	Food Safety Policy	Action
	<p>PL told the Forum that the Harbour Authority and Brixham Trawler Agents had jointly produced a Food Safety Policy and a HACCP (Hazard Analysis and Critical Control Points) Policy for the new fishmarket.</p> <p>A discussion ensued about the need for all stakeholders to work together in taking the new policies forward.</p> <p>PL agreed to email copies of the policies to all interested parties.</p>	ALL PL
6.	Forthcoming Events	Action
	<p>PL advised the Forum of the following forthcoming events :-</p> <ul style="list-style-type: none"> a) Cruise ship Athena – 10th September 2010 b) Fishstock – 11th September 2010 c) Unveiling of Public Art "My Brixham" - 11th September 2010 	
7.	Port Facility Security Plan Audit	Action
	PL reported that the Harbour Authority had recently had a Port Facility Security Plan Audit by the government agency TranSec.	
8.	Other News	Action
	<p>PL stated that all works to the moorings had now been completed.</p> <p>Winter Storage would commence with craning out of the boats on 5th & 6th October 2010.</p> <p>Improvement works were expected in the near future to stabilise the cliff beneath the old pilot office, adjacent to the coastal footpath below Overgang. This work was being funded by the property owner.</p> <p>Total refurbishment of the Old Fish Market, adjacent to the inner harbour, is due to take place from 27th September until 1st November during this time the Market will be closed.</p>	

8.	Other News cont.	Action
	A review of passenger boat signage would take place in the next few months.	KM

9.	Harbour Committee – Upcoming Agenda	Action
	PL informed the Forum of the items on the agenda for the Harbour Committee meeting on 20 th September in Torquay. Everyone is welcome to attend.	

Next Meeting

Venue

Future Meetings

24th November 2010 at 10:30am

Brixham Yacht Club

2nd March 2011 10.30am

1st June 2011 10.30am

**Dates of Harbour
Committee Meetings**

20th September 2010 5.30pm Torquay

6th December 2010 5.30pm Brixham

14th March 2011 5.30pm Paignton

13th June 2011 5.30pm Torquay