

Standards Committee Observations of Council Meetings

Meeting Attended: The Harbour Committee

Date: Monday 6/12/2010

Venue: Berry Head Hotel, Brixham

Agenda Item	Chair's Action	Members Action(s)	Remarks
1. Apologies	Minute silence for deceased member	Respectful silence	Pity the chairman did not arrange for background pipe music to be switched off. This was done later.
2. Minutes		Issue raised by member which should have been matter arising.	Put the agenda slightly out of kilter which affected item 3.
3. Declarations of interest	Nearly forgot these declarations before entering the business of the day but recovered well.		This issue was caused by the issue at item 2 above.
4. Urgent items	Dealt with well by chairman.		Good focus by chairman.
5. Torquay/Paignton and Brixham harbour liaison forum	Good chairing	Well debated by committee members	Chairman clearly knowledgeable and clarified issues as required.
6. Review of existing harbour powers	Good chairing	Relevant questions put by members.	Good succinct summary by chairman.
7. Performance Marine services	Good summary by chairman	Very valid questions and points raised for clarification re targets.	Well chaired
8. Port Marine Safety Code – Annual Compliance audit	Good clear summary by chairman	Mistakes in documentation highlighted by members	It was clear that committee members had read their briefs.
9. Budget monitoring	Well chaired but see remarks	Attention paid by all members	There was a debate re asking a speaker to attend. No formal

			proposer or seconder, just general agreement. It was not clear to me at the end of the debate as to whether the person was going to be asked to attend or not.
10. Budget and harbour charges	Focused chair	Healthy debate by members	Vote at end of proceedings well executed by chairman.
11. Vessel traffic services and LPS policy statement	Well chaired	Members interested	Chairman kept discussions relevant to the point.
12. Old fish market canopy	Well chaired	Constructive debate	As 11. above

General Comments:

Overall a meeting where the chairman kept the business focused and discussions relevant to the pertinent business.

A little more attention to basic agenda processes and voting procedures would have shown the meeting to be extremely professional. Having said that, the chairman was well in control and clearly had the respect of all committee members. All those attending were clearly engaged and well read on the issues of the day.

The chairman in particular had a good knowledge of all substantive agenda items and was able to summarize, clarify and progress the meeting with confidence and authority.

In my opinion, the conduct and progress of the meeting was a credit to Torbay Council.