



Brixham Harbour Liaison Forum

Thursday 24th November 2005
14.00 at Brixham Yacht Club,
Overgang, Brixham.

Attended:	Capt. K Mowat (KM)	Mr D Bartlett (DB)	Cllr J Davies (JD)
	Cllr D Browne (DB)	Cllr C Lomas (CL)	Mr C Bedford (CB)
	Mrs S Armstrong (SA)	Mr D Jones (DJ)	Mr K Bower (KB)
	Mr R Perry (RP)	Mr D Ham (DH)	Capt R Curtis (RC)
	Mr M Sheppard (MS)	Mrs Y Twelves (YT)	

1. APOLOGIES:

Apologies were received from Capt P Labistour, Mr P Bartlett, Mr R Williams, Mr S McCaffrey and Cllr G Jennings.

2. MINUTES OF LAST MEETING

It was agreed that the minutes of the last meeting were a true and accurate record of the meeting with the exception of Mr C Bedford's apologies not being noted.

3. MATTERS ARISING:

(a) Year End Financial Report

KM distributed a copy of the 2004/05 year end financial report and explained that an expected deficit of £38,000 had been turned around to a profit of £93,000 mainly due to the income being higher than expected. He explained that the 'other income' line of the report can be misleading as this is usually related to recharging for damage caused which has been paid for out of the maintenance budget. KM gave an overview of the surpluses made in previous years. KM reminded Forum members that they are always welcome to attend the Harbour Committee meetings, as they are public meetings. CB raised the issue of the money that goes back to the general fund from the Harbour account. The annual figures were broken down as follows:

£5,000 – office cleaning; KM explained that this is for the cleaning of the office block corridors and toilets.

£17,000 – harbour cleaning; this is detailed in a service level agreement and covers the sweeping of the quays and coastal footpaths and the emptying of 10 litter bins on the harbour estate.

£22,000 – Tipping charges; these were previously incorporated in collection costs paid to Cleanway etc, Paul Shepherd is now used.

£10,000 – Vehicle Hire; these are hire and maintenance costs for the van, forklift, generator etc.

£9,000 – CCTV; this is a fixed cost which covers the maintenance contract of the cameras, viewing and taping equipment.

£10,000 – Highways Contract; this was a one off repair to the lights on the Oxen Cove walkway

£64,000 – Support Services; these are for services such as personnel, payroll, legal, estates, finance, etc. These charges are lower than previous years.

A general discussion about the vulnerability of the harbour accounts took place, KM emphasised the fact that the Marine Services team defend the account vigorously and the debate about outsourcing services is an ongoing one. The subject of Harbour car parks was also discussed. The use of CCTV was discussed at length. Brixham Harbour has 9 cameras and a viewing station. Use of CCTV footage must be in line with the relevant legislation so as not to infringe human rights etc. DB explained that there had been an incident of fly-tipping where they had been able to use the CCTV to record it. KM explained that he had asked PL and DB to look at locking the skips, having contractors to empty the skips or employing staff on short term contracts to cover the security. KB asked if the police have jurisdiction on the Harbour Estate, KM explained that they did regarding criminal issues. SA said that she would not advocate the locking of skips as this could be an incitement to dump rubbish on the quayside.

(b) Harbour Committee

KM explained that in the lead up to the mayoral elections the Council changed its Constitution and the Harbour Panel was dissolved and the Harbour Committee was formed. The Committee does not have any decision making powers. KM gave an overview of the Harbour Committee minutes of the last meeting and explained that they would be meeting quarterly two weeks after the Liaison Forums. KM also gave an overview of the items on the agenda for the next meeting. KM also explained that he will be giving a presentation to all Councillors on Marine Services.

ACTION: KM agreed to distribute minutes of the Harbour Committee meetings to Liaison Forum Members.

(c) Removal of Large Bins

DB advised the Forum that the large bins have now been removed, PL had agreed this with the Town Team. There has since been some negative and some positive feedback.

(d) Rubbish & Security

DB explained that himself and PL had met with various contractors regarding the removal of waste but the current contractor still offered the best value. He also has the ability to move large fishing gear. CCTV cameras have been put on the skips at night to protect them from fly tipping. PL & DB are also investigating the possibility of charging for the use of skips and recycling more waste. PL has looked into the option of buying a hiab but the cost benefits are not enough to make it worthwhile. PL and KM have been working on job descriptions for the three proposed security/dockmaster positions. It is hoped that recruitment will start early in the New Year. CB suggested that if the skips were moved further down the quay there would not be so many problems. DB advised that he had started to store them down by the fuel station. SA complained that there had been a stench of fish waste in the summer which needs to be monitored. DB explained that this would be easier to monitor when the security was reinstated.

4. ASSISTING THE HM WITH REGENERATION PROGRAMME (HARBOUR USERS)

SA asked if the Harbour Committee required advisors and suggested that four volunteer Deputy Harbour Masters could help the Harbour Master during the regeneration period, to enable PL to focus on the regeneration. KM said that he had some concerns regarding the use of the name Deputy Harbour Master but liked the idea of Champions. KM said that he would need to have discussions with Brixham 21 but it could be useful and needs to be explored further. With regard to the Harbour Committee KM advised that it had only met once so far but they may consider advisors later. SA explained that she wanted to be sure that the best interests of the Harbour Users were being discussed. KM highlighted the fact that the operational issues/decisions were made at the Liaison Forums and that the minutes of the Liaison Forums will always be on the agenda of the Harbour Committee. CB highlighted that there are bureaucratic problems with using non-elected people on Committees. KM agreed that the legal issues were not straight forward.

ACTION: PL & KM to reflect and report back to next meeting.

5. MAINTENANCE OF GRIDS (HARBOUR USERS)

CB explained that the Inner Grid was falling apart but has now been closed. DB explained that he had been trying to get it repaired but finding anyone prepared to undertake the work had been difficult. A contractor will be digging it out and the repair work will be done in house. The work is programmed to be done over the next few tides so it is hoped that it will be reopened just before Christmas.

6. PAVING AROUND QUAY EDGES (HARBOUR USERS)

Concerns were raised regarding the coping stones on the quay edge breaking up; this could present a trip hazard particularly adjacent to the grids. CB also highlighted concerns about the low chain fence over by the grids, which has become a trip hazard, especially as the chain is now quite slack.

ACTION: DB agreed to look into the problem and report back at next meeting.

7. **UNDERWATER CORROSION (HARBOUR USERS)**
SA asked if the cathodic protection system was working. KM explained that it is working in about 80% of the area. KM explained that he would be meeting with experts and taking a report to the Harbour Committee in January hopefully. KM also explained that the previous contractor did not complete their contract and have since gone out of business. Capital will need to be spent from the reserve fund to resolve the cathodic protection issue, replace the electric boxes on the quay and repave the area. KM said that a full report would be written regarding the problem, but he did not think that there was a significant risk in the near future. CB said that the paving had distorted dramatically over the past 12 months.
8. **REPAIRS TO PASSENGER LANDING STEPS (HARBOUR USERS)**
SA said that there was handrail corrosion and a gap between the steel capping and the steps. DB said that he was waiting for some quotes to repair them but there is a possibility that the work will be done by the Harbour Assistants. DB also said that he was looking into the possibility of putting some rubber 'D' fendering on them. SA explained that the MCA are becoming more concerned about passenger landing steps.
ACTION: DB to report back in March on what has/will be done.
9. **SECURITY (HARBOUR USERS)**
Dealt with earlier in the meeting
10. **TOURISM HEALTH & SAFETY (HARBOUR USERS)**
SA wanted to highlight that in the culture we live in now it is important to ensure that there is no room for the Harbour Authority to be sued for trip hazards etc. KM explained that the quays are regularly inspected but it was a point well made.
11. **HARBOUR DUES (HARBOUR USERS)**
To be dealt with in the last item on the agenda.
12. **TDA HARBOUR PANEL (HARBOUR USERS)**
Dealt with earlier in the meeting.
13. **PARKING ON QUAY – KINGS QUAY PARTICULARLY (HARBOUR USERS)**
CB explained that contractors need to get vehicles alongside the boats when working on them, he asked if it was possible for 3 or 4 parking spaces to be created for this purpose. A discussion about the Parking Wardens took place.
ACTION: PL & DB to investigate the possibility.
14. **WINTER HAUL OUT**
KM reported that Marine Services had carried out the haul out this year and there had been good feedback from the customers. SA asked if all the costs had been recovered. DB said that they had and a small profit would be made. KB asked what would happen when Oxen Cove is built on, DB advised that the boats would be put on Breakwater Car Park. CB said that if the haul out had been done on a spring tide instead of a neap it would have been easier to get the deep fin keeled boats out at Breakwater Hard.
15. **BRIXHAM REGENERATION**
KM explained that the project is in the advance stages of design. There is a big issue regarding funding as some of the expected funding might be reduced. The bids will be submitted before the end of the year which means it is still on target for an October 2006 start date. KM explained that the TDA and local fishing industry representatives had been doing all the lobbying they could but they were having to pitch the bidding at various levels to cover all eventualities. KM also explained that the Council has the ability to borrow as much as £5 million via 'prudential borrowing', this would be funded through revenue used for previous loan schemes and additional rental income. KM explained that things would become clearer in the new year when a formal response to the bids is received. KM advised that meetings with current tenants had taken place to discuss their future requirements etc. A discussion about the businesses affected by the Town Centre redevelopment took place. SA asked if the Northern Arm was included in any of the bids.

KM said that the Northern Arm is still wanted but that no external public sector funding was available. Funding would need to be found from releasing land value at Freshwater Quarry or water value through additional marina style development.

16. 2006/07 HARBOUR CHARGES

KM explained that he had written to all Harbour User groups to get feedback about the proposed increases to the 2006/07 harbour charges. SA said that she had not received the letter so YT agreed to fax the letter on return to the office. KM explained that there were two proposals for the Harbour Committee to consider, an increase of 3% or an increase of 5%. A discussion about the Contractors pass took place but once discussed all agreed that it would be acceptable if the pass fee was kept at a sensible level. SA said that an increase of 2.5% would be nice but all present were comfortable with a 3% increase.

KM thanked everyone for his or her time and the meeting was closed.

DATES OF NEXT MEETINGS: **9^h March 2006 14.00pm**
 8th June 2006 14.00pm
 7th September 2006 14.00pm
 23rd November 2006 14.00pm