



Clerk: Kay Heywood  
Telephone: 01803 207026  
E-mail address: [governance.support@torbay.gov.uk](mailto:governance.support@torbay.gov.uk)  
Date: Wednesday, 10 June 2015

Governance Support  
Town Hall  
Castle Circus  
Torquay  
TQ1 3DR

Dear Member

**HARBOUR COMMITTEE - MONDAY, 15 JUNE 2015**

I am now able to enclose, for consideration at the Monday, 15 June 2015 meeting of the Harbour Committee, the following reports that were unavailable when the agenda was printed.

<b>Agenda No</b>	<b>Item</b>	<b>Page</b>
13.	<b>Torquay/Paignton and Brixham Harbour Liaison Forums</b>	(Pages 34 - 42)
15.	<b>Performance Report - Tor Bay Harbour Authority</b>	(Pages 43 - 52)

Yours sincerely

Kay Heywood  
Clerk

# Agenda Item 13



<b>Meeting Title</b>	<b>Torquay &amp; Paignton Harbour Liaison Forum</b>
<b>Venue</b>	Torquay Harbour Office
<b>Date</b>	2 <sup>nd</sup> June 2015 at 10.30 am

<b>Present</b>	Capt K Mowat (KM)	Mr M Ellis (ME)	Ms C Rugg (CR)
	Mr M Stewart (MS)	Ms L Stewart (LS)	Mr A Rayner (AR)
	Mr S Pinder (SP)	Councillor Nick Bye (NB)	

1. Apologies
  2. Welcome
  3. Minutes of the last meeting – 6<sup>th</sup> March 2015.
  4. Matters arising from the last meeting
    - a) Torquay Harbour Entrance Buoys – update
    - b) Passenger Pontoon fendering – update
    - c) 2016 Cruise Ship visits & RTYC – update
    - d) Port Marine Safety Code Audit/Compliance – statement
    - e) Tor Bay Harbour Business Plan 2015/16 - approved
    - f) Tor Bay Moorings Policy - updated
    - g) Tor Bay Harbour Asset Management Plan for 2015/16 - approved
    - h) Scallop Farm Nursery Site – update
  5. Capital Works
    - a) Haldon Pier – update
    - b) Princess Pier - update
  6. Budget Outturn 2014/15
  7. Paignton Harbour Development Proposal - update
  8. Maritime Events 2015
  9. Quarterly Accident and Incident Data
  10. Revised Tor Bay Harbour Pilotage Directions – issued 1<sup>st</sup> June 2015
  11. Harbour Committee – Upcoming Agenda
- Date of the next meeting – 8<sup>th</sup> September 2015 at 10:30

<b>1.</b>	<b>Apologies for Absence</b>	<b>Action</b>
	Apologies were received from Marshall Ritchie, Paul Lloyd, Dave Buckpitt, Nicole Amil and the Mayor.	

<b>2.</b>	<b>Welcome</b>	<b>Action</b>
	KM welcomed Councillor Nick Bye to the meeting.	

<b>3.</b>	<b>Minutes of the last meeting</b>	<b>Action</b>
	It was agreed that the minutes of the last meeting on the 6 <sup>th</sup> March 2015, were a true and accurate record of that meeting.	

<b>4.</b>	<b>Matters Arising from Last Meeting</b>	<b>Action</b>
a)	<b>Torquay Harbour Entrance Buoys – update</b> KM confirmed that there are now two entrance buoys in place. MS & ME both advised that the new arrangement was working well. KM said he would monitor the situation throughout the season.	KM
b)	<b>Passenger Pontoon fendering – update</b> KM confirmed that some fendering had been fitted on the corner of the passenger pontoon off Beacon Quay and that he would be looking at the budget to see if it was possible to purchase additional fendering.	KM
c)	<b>2016 Cruise Ship Visits &amp; RTYC – update</b> KM produced an updated list of ship visits for 2016 to remind the RTYC and for the Club to use for their event organising next year. KM added that there might be two cruise ships calling in the Bay on 5 <sup>th</sup> August 2016. KM added that a Council officer would be attending a cruise-marketing event in Hamburg later this year, to promote Tor Bay Harbour to cruise ship executives.	RTYC
d)	<b>Port Marine Safety Code Audit/Compliance – statement</b> KM advised that the 3 yearly Compliance Statement had now been sent to the MCA signed by Nicole Amil, Chair of the Harbour Committee.	
e)	<b>Tor Bay Harbour Business Plan 2015/16 – approved</b> KM advised that this Plan had now been approved by the Harbour Committee and was available on the harbour website.	
f)	<b>Tor Bay Harbour Moorings Policy – updated</b> KM advised that this Policy had now been approved by the Harbour Committee and was available on the harbour website.	
g)	<b>Tor Bay Harbour Asset Management Plan for 2015/16 – approved</b> KM advised that the Harbour Committee had now approved this Plan.	
h)	<b>Scallop Farm Nursery Site – update</b> KM advised that he had recommended to the applicant that they should apply for a MMO licence. It was agreed that KM would send the details of the application out to those who attended the Forum meeting for their information. ME advised that everyone he had spoken to regarding the site was supportive of the proposal. MS commented about the location of the site and asked why it was situated in the north of the Bay. KM said that he would review the site location options.	KM

<b>5.</b>	<b>Capital Works</b>	<b>Action</b>
a)	<b>Haldon Pier – update</b> KM advised that the vertical timber fenders needed replacing on Haldon Pier. He also confirmed that the surface would need to be dug up, back filled and then re-laid. Unfortunately, this work is unlikely to attract flood defence funding but the Council will pursue other funding sources for this project.	

<b>b)</b>	<p><b>Princess Pier – update</b></p> <p>KM advised that diving works are underway off Princess Pier on the seaward face, to repair storm and scour damage. The next phase will be to undertake similar repair work on the inside. The repairs are being funded through an Environment Agency grant. The work will continue throughout the summer and on completion, the stability of the main structure will be resolved for the time being. However, other works on the structure are still necessary, including the railings and the main steel and timber boardwalk.</p>	
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<b>6.</b>	<p><b>Budget Outturn 2014/15</b></p>	<b>Action</b>
	<p>KM provided a summary of the budget outturn position for 2014/15.</p> <p>MS commented that there would be a further struggle to find money in future years as the Harbour Authority repair bills are increasing. This will make it increasingly difficult to find funds to contribute to Torbay Council’s budget. The harbour budget was fortunate that the fish tolls income made a late recovery and visitor income was up. MS pointed out that the harbour may lose money if the service levels decrease due to budget cuts and customers decide to relinquish their facilities and moorings go unsold.</p> <p>ME commented on the fact that the harbour walls at Torquay provide a sea defence for the town and perhaps it was time for the Torbay Council budget to help fund their ongoing maintenance.</p> <p>MS asked KM if he was planning to monitor the loss of the ‘Oscar 4’ patrol boat service. KM said that he would be looking at accident and incident data to see if the use of patrol boat could have prevented any navigational incidents. Feedback from various stakeholders will also be monitored and reviewed at the end of the Season.</p>	KM

<b>7.</b>	<p><b>Paignton Harbour Development Proposal - update</b></p>	<b>Action</b>
	<p>KM provided the Forum with a summary of the situation in respect of the Paignton Harbour Development proposal for the Harbour Light Restaurant building. The proposal was originally presented to the Harbour Committee in September 2014 and the idea was to encourage investment to deliver an attraction that would draw people down towards the Harbour. A stakeholder meeting was held in December 2014 at the Paignton Sailing Club. It was not appropriate to take the idea forward before the May election and now the Harbour Committee had a number of new members. KM therefore suggested that the proposal should be taken back to the Harbour Committee in September 2015. NB asked some questions about the status of the leases for the existing occupants. KM said that the occupants are aware of what is happening and broadly what it is that is being proposed.</p> <p>AR commented that the local feeling is that locals would prefer local business to take over the premises instead of a national company. Paignton Harbour is predominantly a family orientated harbour. NB commented that, compared to smaller local companies, the bigger companies bring a greater footfall of customers. KM commented that this was the feeling received at the meeting held in December 2014 but that we should also look at some of the successful developments such as Palm Court and the Old Market House.</p> <p>KM advised one of the big issues raised regarding Paignton Harbour is the lack of footfall and the need to make more people aware of the Harbour. This proposal was trying to respond to this, at the same time reduce costs, and increase income for the harbour authority and the Council.</p>	KM/LS

<b>8.</b>	<b>Maritime Events 2015</b>	<b>Action</b>
	A list of all events for 2015 was circulated at the meeting. SP said that there may be one more event added to the list and then a new list will be issued on the harbour website. KM commented that the Whitsun bank holiday weekend had been busy with Brixfest, the Heritage Regatta and the Powerboat racing. In addition, a D-Day event would be held on 6 <sup>th</sup> June and La Solitaire Du Figaro is due to be hosted at Torquay harbour in 2 weeks. KM advised that more information will be posted on social media regarding La Solitaire Du Figaro event and a Notice to Mariners will be issued. CR commented that the Beacon Quay traders had been receiving updated information from the Torquay Harbour office. The Room with a View at Living Coasts is being used as their media centre.	KM/SP/ LS

<b>9.</b>	<b>Quarterly Accident &amp; Incident Data</b>	<b>Action</b>
	A list accidents and incidents were issued to everyone at the meeting, produced by the harbour authority's Safety Management System. The list showed that incidents for the period 01/12/14 to 02/06/15 amounted to 32 recordable events, compared with 24 events for the same period in 2013/2014. KM said that he believes this is due to the harbour authority being better at recording the incidents and that more people are making reports. More oil pollution incidents have been recorded in Brixham. It was explained that this is an ongoing issue with Grenville House, where a sheen of oil on the water is having a direct impact on their business and their ability to deliver their planned activities. KM reported on the tragic death of a 14-year-old girl in a boating accident off Brixham harbour. He reminded the Forum that all incidents are investigated. ME commented that 13 of the incidents reported relate to oil pollution at Brixham harbour. KM said that the harbour authority would continue to record and investigate all of the oil sheen reports at Brixham harbour to try to establish what is causing the incidents.	KM

<b>10.</b>	<b>Revised Tor Bay Harbour Pilotage Directions – issued 1<sup>st</sup> June 2015</b>	<b>Action</b>
	KM advised the Forum that the new Pilotage Directions had now been published. Only two comments were received and these came from the Royal Navy and the British Chamber of Shipping. The Directions were published on the harbour website on 1 <sup>st</sup> June 2015.	

<b>11.</b>	<b>Harbour Committee – Upcoming Agenda</b>	<b>Action</b>
	KM informed the Forum of the items on the agenda for the next Harbour Committee meeting on 15 <sup>th</sup> June 2015 to be held at the Town Hall.	All to note

**Next Meeting**

**Venue**

**Future meetings**

Torquay Harbour Office	
8 <sup>th</sup> September 2015	10.30 am
7 <sup>th</sup> December 2015	10.30 am
8 <sup>th</sup> March 2016	10.30 am

**Dates of Harbour Committee Meetings**

15 <sup>th</sup> June 2015	5.30 pm (Torquay)
21 <sup>st</sup> September 2015	5.30 pm (Brixham)
21 <sup>st</sup> December 2015	5.30 pm (Torquay)
21 <sup>st</sup> March 2016	5.30 pm (Brixham)

# Agenda Item 13



Appendix 1



<b>Meeting Title</b>	<b>Brixham Harbour Liaison Forum</b>
<b>Venue</b>	Brixham Harbour Office
<b>Date</b>	4 <sup>th</sup> June 2015 at 10.30am

<b>Present</b>	Capt K Mowat (KM)	Cllr N Amil (NA)	Mr D Fowler (DF)
	Mr Dave Bartlett (DB)	Mr D Beconsall (DBe)	Mr B Ekins (BE)
	Miss Karen Annis (KA)	Mr P Davis (PD)	Mike Shaw (MS)
	Nigel Thomas-Childs (NTC)		

**Agenda Items**

1. Apologies
  2. Welcome
  3. Minutes of the last meeting – 16<sup>th</sup> March 2015
  4. Matters arising from the last meeting
    - a) Town Pontoon water supply - update
    - b) Fire Alarm System - update
    - c) Port Marine Safety Code Compliance Statement
    - d) Diesel/Oil sheens – Agenda Item
    - e) Oxen Cove Proposal – Harbour Committee outcome
    - f) Tor Bay Harbour Business Plan 2015/16 - approved
    - g) Tor Bay Harbour Mooring Policy 2015/16 – updated
    - h) Tor Bay Harbour Asset Management Plan 2015/16 - updated
    - i) Scallop Farm Nursery Site - update
    - j) Harbour Estate Parking - update
    - k) New Gig Club site
  5. Capital/Maintenance Works
  6. Budget Outturn 2014/15
  7. Maritime Events 2015
  8. Diesel/Oil sheens
  9. Revised Tor Bay Harbour Pilotage Directions – issued 1<sup>st</sup> June 2015
  10. Quarterly Accident & Incident Data
  11. Harbour Committee – Upcoming Agenda
- Date of the next meeting – 10<sup>th</sup> September 2015 at 10:30

1.	Apologies for Absence	Action
	Apologies were received from Nick Bye, Lynn Sykes, Jerry Carter, Peter Bartlett and the Mayor.	

2.	<b>Welcome</b>	<b>Action</b>
	<p data-bbox="220 141 785 181">KM welcomed everyone to the meeting.</p>	
3.	<b>Minutes of the last meeting</b>	<b>Action</b>
	<p data-bbox="220 302 1273 369">It was agreed that the minutes of the last meeting on the 16<sup>th</sup> March 2015, were a true and accurate record of that meeting.</p>	
4.	<b>Matters Arising</b>	<b>Action</b>
a)	<p data-bbox="220 474 671 510"><b>Town Pontoon - water supply</b></p> <p data-bbox="220 510 1334 616">KM informed the Forum that a new break tank and set of pumps had been ordered. Work which is due to commence in July as it was not cost effective to recycle the break tank set recovered from Torquay Harbour.</p>	
b)	<p data-bbox="220 651 647 687"><b>Fire Alarm System – update</b></p> <p data-bbox="220 687 1339 835">DB reported that the fire alarm systems were all connected to one network and maintained by Cannings through our SLA with the TDA. All electronic and magnetic door locks are connected through the system and will default in to the open position on sounding of the alarms.</p>	
c)	<p data-bbox="220 871 1064 907"><b>Port Marine Safety Code Audit/Compliance – statement</b></p> <p data-bbox="220 907 1334 976">KM advised that the 3 yearly Compliance Statement had now been sent to the MCA signed by Nicole Amil, Chair of the Harbour Committee.</p>	
d)	<p data-bbox="220 1012 718 1048"><b>Diesel/Oil sheens – Agenda Item</b></p>	
e)	<p data-bbox="220 1093 1015 1128"><b>Oxen Cove Proposal – Harbour Committee outcome</b></p> <p data-bbox="220 1128 1334 1276">KM advised the Forum that both the Harbour Committee and the Harbour Asset Review Working Party had agreed with the recommendations that Oxen Cove should be used as employment space in future and that this is to be recommended to Torbay Council in line with the Port Masterplan.</p>	
f)	<p data-bbox="220 1312 1010 1348"><b>Tor Bay Harbour Business Plan 2015/16 – approved</b></p> <p data-bbox="220 1348 1326 1417">KM advised that this Plan had now been approved by the Harbour Committee and was available on the harbour website.</p>	
g)	<p data-bbox="220 1453 895 1489"><b>Tor Bay Harbour Moorings Policy – updated</b></p> <p data-bbox="220 1489 1182 1574">KM advised that this Policy had now been approved by the Harbour Committee and was available on the harbour website.</p>	
h)	<p data-bbox="220 1601 1212 1637"><b>Tor Bay Harbour Asset Management Plan for 2015/16 – approved</b></p> <p data-bbox="220 1637 1209 1682">KM advised that the Harbour Committee had now approved this Plan.</p>	
i)	<p data-bbox="220 1709 764 1744"><b>Scallop Farm Nursery Site – update</b></p> <p data-bbox="220 1744 1334 2007">KM confirmed that the proposed Scallop Farm Nursery Site would be located inside harbour limits at the northern end of the Bay and would be marked for navigational purposes with yellow special mark buoys, fitted with lights, assuming that the applicant gains consent through the normal MMO licensing process. KM stated that there had been navigational concerns raised by some stakeholders in the recreational sector. The Forum felt that scallop farming made sense as it was helping to deliver a sustainable fishery.</p> <p data-bbox="220 2007 1313 2112">DBe &amp; DF reported that juvenile scallops are currently housed in nets on two lines operated by Brixham Sea Farms and that once they reached a certain size the scallops will be released.</p>	

<b>4.</b>	<b>Matters Arising – continued</b>	<b>Action</b>
j)	<p><b>Harbour Estate Parking - update</b></p> <p>KM informed the Forum that a good number of harbour users had applied and paid for parking permits. Once the permits had been received and displayed by the individuals any harbour users not displaying permits will be issued with warnings. Once people had been warned the next phase would be to issue fines for non compliance to ensure that the system was fair to all. TOR2 have been contracted to paint double yellow lines, with a bar through, to prevent parking and waiting at any time, outside of the main harbour entrance gates.</p>	All to note
k)	<p><b>New Gig Club Site</b></p> <p>DB confirmed that the new Gig Club site lease was reaching its final stages of completion and the new agreed location was on the Breakwater hard. It was reported that the Club was grateful for the opportunity to acquire the site and obtain some security of tenure.</p>	

<b>5.</b>	<b>Capital/Maintenance Works</b>	<b>Action</b>
	<p>KM advised the Forum that the drying grids in the inner harbour were in need of major repair work and that the cost would need to come out of capital funding. In order to recoup some of the expenditure on this project the existing charges and the historic charging system would need to be reviewed and possibly changed.</p> <p>Other capital projects include the procurement of a new coded workboat. Also, DB reported that he was working with the Council's Engineers on pricing various maintenance projects around the quay.</p> <p>KM &amp; DB informed the Forum about problems with the drainage sagging underneath the concrete deck on the main site. KM &amp; DB very concerned about this issue and the potential budgetary impact. They are working with the TDA to see if the matter is a design issue and therefore an inherent defect.</p>	KM/DB

<b>6.</b>	<b>Budget Outturn 2014/15</b>	<b>Action</b>
	<p>KM provided a summary of the budget outturn position for 2014/15. The harbour budget was fortunate that the fish tolls income made a late recovery, along with visitor, rental and other income streams.</p> <p>The Forum agreed that it was unsustainable for the Council to keep taking funds from the harbour income as it is eating in to the harbour reserves. The outturn figures will be reported to the Harbour Committee.</p>	

<b>7.</b>	<b>Maritime Events 2015</b>	<b>Action</b>
	<p>KM informed the Forum that the Maritime Events schedule was up to date and so far this year they have passed without any major issues. A full programme of up and coming events is available on the harbour website.</p>	All to note



<b>8.</b>	<b>Diesel/Oil Sheens</b>	<b>Action</b>
	<p>KM informed the Forum that the harbour authority is working closely with Brixham Trawler Agents (BTA) and other agencies regarding the ongoing concern over diesel/oil sheens. KM &amp; DB had earlier met with Nigel Thomas-Childs (NTC) from the Environment Agency. NTC had in effect made an unannounced inspection of the BTA fuelling station. He had walked the site and was able to report back to the Forum that he was very impressed with the operation and management of the site. NTC stated that he felt the Harbour Authority and BTA were doing everything possible to minimise the risk. BTA have adding extra CCTV cameras around the fuel berth and both BTA and the Harbour Authority were sending out literature on the subject of pollution risk, via notices/emails/enclosures to harbour users, etc. He also felt that after looking at the fuel nozzles there would be no benefit to manning the fuel berth, noting that it was only possible for a small amount of diesel to escape out of the nozzle when removing from the vessels and that drainage culverts could also be causing some diesel to enter the harbour. Indeed NTC stated that the sources of pollution could be many fold and the perception of the sheen was often much worse than the actual pollution. The Forum thanked NTC for his impromptu input and suggested that it might be a good idea to undertake some water quality testing from time to time. A report detailing the Environmental Agency Officer's findings is to be sent to KM.</p>	DB & KM
<b>9.</b>	<b>Revised Tor Bay Harbour Pilotage Directions – issued 1<sup>st</sup> June 2015</b>	<b>Action</b>
	<p>KM advised the Forum that the new Pilotage Directions had now been published. Only two comments were received and these came from the Royal Navy and the British Chamber of Shipping. The Directions were published on the harbour website on 1<sup>st</sup> June 2015.</p>	
<b>10.</b>	<b>Quarterly Accident &amp; Incident Data</b>	<b>Action</b>
	<p>A list accidents and incidents were issued to everyone at the meeting, produced by the harbour authority's Safety Management System. The list showed that incidents for the period 01/12/14 to 02/06/15 amounted to 32 recordable events, compared with 24 events for the same period in 2013/2014. KM said that he believes this is due to the harbour authority being better at recording the incidents and that more people are making reports. More oil pollution incidents have been recorded in Brixham and KM said that the harbour authority would continue to record and investigate all of the oil sheen reports it received, to try to establish what is causing the incidents. KM reported on the tragic death of a 14-year-old girl in a boating accident off Brixham harbour. He reminded the Forum that all incidents are investigated.</p>	
<b>11.</b>	<b>Harbour Committee - Upcoming Agenda</b>	<b>Action</b>
	<p>KM informed the Forum of the items on the agenda for the next Harbour Committee meeting on 15<sup>th</sup> June 2015 to be held at the Town Hall.</p>	All to note

<b>Next Meeting</b>	Brixham Harbour Office	
<b>Venue</b>	10 <sup>th</sup> September 2015	10.30 am
<b>Future meetings</b>	10 <sup>th</sup> December 2015	10.30 am
	10 <sup>th</sup> March 2016	10.30am
<b>Dates of Harbour Committee Meetings</b>	15 <sup>th</sup> June 2015	5.30 pm (Torquay)
	21 <sup>st</sup> September 2015	5.30pm (Brixham)
	21 <sup>st</sup> December 2015	5.30pm (Torquay)
	21 <sup>st</sup> March 2016	5.30pm (Brixham)

## PIs and Projects 14/15

**Quarterly report for 2014/15, AY2014/15 and 2014**  
**No headings**  
**Filtered by Flag: Include: Tor Bay Harbour Authority**  
**Exclude: Archive**

*Key to Performance Status:*

Projects:

No Data available	Milestone Missed	On Hold	On Target	Well Behind Target	Behind Target	Ahead of Target	Well Ahead of Target	Completed	Terminated
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Performance Indicators:

No Data	Well Below Target	Below Target	On Target	Above Target	Well Above Target
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*Key to +/- Column:*

+ Higher figures are better  
 - Lower figures are better  
 OFF Direction cannot be determined

### PIs and Projects 14/15

Performance Indicators									
Status	Code	Title	+/-	Prev Year End	Annual Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
On Target	TDAMS01	<u>TDAMS01 Harbour estate lettings occupancy</u>	+	98.31%	100.00%	98.30%	98.30%	98.30%	98.30%
On Target	TDAMS04	<u>TDAMS04 Navigation Lights availability</u>	+	99.99%	100.00%	99.99%	99.98%	99.61%	99.91%
Well Below	TDAMS07	<u>TDAMS07 Brixham Harbour Fish Tolls</u>	+	£588,378.33	£650,000.00	£82,372.85	£227,296.95	£444,057.65	£565,232.62

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## PIs and Projects 14/15

Performance Indicators									
Status	Code	Title	+/-	Prev Year End	Annual Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
Target									
On Target	THARB08	<u>To Produce and Review a Risk Register for the Business Unit</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
Well Below Target	THARB11	<u>Reduce the number of reportable accidents including (RIDDOR)</u>	-	2	2	0	6	6	6
Below Target	THARB17	<u>Implement the safety management improvement plan</u>	+	89%	100%	n/a	n/a	n/a	93%
On Target	THARB21	<u>Test and Review a Business Continuity Plan for the Business Unit</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
Well Below Target	THARB23	<u>To Reduce Staff Absence</u>	-	1.437%	2.000%	0.183%	1.598%	1.790%	2.618%
Above Target	THARB26	<u>% Variation on Budgeted Income - Tor Bay Harbour Authority</u>	+	9.71%	0.00%	-0.65%	-1.37%	-6.09%	4.11%
Below Target	THARB27	<u>% Variation on Budgeted Expenditure - Tor Bay Harbour Authority</u>	-	8.34%	0.00%	0.83%	-1.07%	-3.13%	1.47%
On Target	THARB29	<u>Issue local Notices to Mariners and enforce Harbour Byelaws</u>	+	Yes	Yes	Yes	Yes	Yes	Yes

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Print Date: 09 June 2015 10:12

Page 44

## PIs and Projects 14/15

### Performance Indicators

Status	Code	Title	+/-	Prev Year End	Annual Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
On Target	THARB31	<u>Safety Management System audit completed and improvement plan agreed</u>	+	Yes	Safety Management System audit to be completed and improvement plan agreed in November 2014	n/a	n/a	n/a	Yes
On Target	THARB32	<u>Review and exercise the Tor Bay Harbour Emergency Response Plan</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB35	<u>Refresh the Tor Bay Harbour Website</u>	+	Yes	Yes	Yes	Yes	Yes	Yes
On Target	THARB37	<u>Continue Benchmarking through relevant trade and professional associations</u>	+	Yes	Yes	Yes	Yes	Yes	Yes
On Target	THARB39	<u>Complete Equality Impact Assessments</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB40	<u>Implement Equality Impact Assessment Improvement Plans</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB42	<u>To review the Tor Bay Harbour Operational Moorings Policy</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
On	THARB59	<u>Agree the Tor Bay</u>	+	Yes	Yes	n/a	n/a	n/a	Yes

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## PIs and Projects 14/15

### Performance Indicators

Status	Code	Title	+/-	Prev Year End	Annual Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
Target		<u>Harbour Authority Business Plan</u>							
On Target	THARB60	<u>Produce an Asset Management Plan for the Business Unit</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB62	<u>Set the Tor Bay Harbour Charges and Harbour Budget</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB64	<u>Set up an appropriate Audit Plan for Tor Bay Harbour Authority</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB70	<u>Annual audit/inspection from Trinity House</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB74	<u>To hold quarterly meetings with harbour users and stakeholders</u>	+	Yes	Yes	Yes	Yes	Yes	Yes
On Target	THARB76	<u>Number of Maritime Events supported</u>	+	43	41	n/a	n/a	n/a	42

### Projects

Project Status	Code	Title	Project End	Last Review Date	Achieved	Missed	Arising
On Target	THARB64	<u>Explore marketing opportunities</u>	31/08/2015 (due)	03/09/2014	Various marketing options explored and delivered. New Maritime Guide produced and mobile App in production.		

## PIs and Projects 14/15

Projects							
Project Status	Code	Title	Project End	Last Review Date	Achieved	Missed	Arising
On Target	THARB67	<u>Influence decision making over the management measures of the new SAC in Torbay</u>	31/03/2017 (due)	03/03/2015	No significant management measures currently under discussion.		
Completed	THARB48	<u>Investigate renewable energy projects for use on the harbour estate</u>	31/03/2015 (due)	31/03/2015	A report from Atkins entitled "Smart and Blue Energy Recommendations for Small and Medium Ports" was concluded in December 2014 as part of the EU funded Interreg FLIP Project.		
Completed	THARB20	<u>Replace chain mooring with pontoon berths in Torquays inner harbour</u>	09/06/2014	15/06/2014	Project completed on the 9th June 2014		
Completed	THARB66	<u>To produce, promote and reprint the Torbay Harbour Guide</u>	22/08/2014	17/03/2015			
Completed	THARB69	<u>Undertake Energy Audits at each enclosed harbour</u>	03/03/2015	31/03/2015	A report from Atkins entitled "Smart and Blue Energy Audits at Tor Bay Harbours " was concluded in September 2014 as part of the EU funded Interreg FLIP Project.		
On Target	THARB55	<u>Working with stakeholders to investigate options to improve the management of the new Fish Market</u>	31/03/2017 (due)	28/03/2015	Meeting with Brixham Trawler Agents on 22 May 2015 regarding an enlarged lease.		

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## PIs and Projects 15/16

Quarterly report for 2015/16 and 2015  
No headings

Filtered by Flag: Include: Tor Bay Harbour Authority  
Exclude: Archive

*Key to Performance Status:*

Projects:

No Data available	Milestone Missed	On Hold	On Target	Well Behind Target	Behind Target	Ahead of Target	Well Ahead of Target	Completed	Terminated
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Performance Indicators:

No Data	Well Below Target	Below Target	On Target	Above Target	Well Above Target
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*Key to +/- Column:*

+ Higher figures are better   
  - Lower figures are better   
  OFF Direction cannot be determined

### PIs and Projects 15/16

Performance Indicators									
Status	Code	Title	+/-	Prev Year End	Annual Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
Data not due	TDAMS01	<u>TDAMS01 Harbour estate lettings occupancy</u>	+	98.30%	100.00%				
Data not due	TDAMS04	<u>TDAMS04 Navigation Lights availability</u>	+	99.91%	100.00%				
Data not	TDAMS07	<u>TDAMS07 Brixham Harbour Fish Tolls</u>	+	£565,232.62	£510,000.00				



## PIs and Projects 15/16

### Performance Indicators

Status	Code	Title	+/-	Prev Year End	Annual Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
due									
Data not due	TDAMS08	<u>TDAMS08 Harbour Users Survey</u>	+	n/a		n/a	n/a	n/a	
Data not due	THARB08	<u>To Produce and Review a Risk Register for the Business Unit</u>	+	Yes	Yes	n/a	n/a	n/a	
Data not due	THARB11	<u>Reduce the number of reportable accidents including (RIDDOR)</u>	-	6	4				
Data not due	THARB17	<u>Implement the safety management improvement plan</u>	+	93%	100%	n/a	n/a	n/a	
Data not due	THARB21	<u>Test and Review a Business Continuity Plan for the Business Unit</u>	+	Yes	Yes	n/a	n/a	n/a	
Well Above Target	THARB23	<u>To Reduce Staff Absence</u>	-	2.618%	2.500%				
Data not due	THARB26	<u>% Variation on Budgeted Income - Tor Bay Harbour Authority</u>	+	4.11%	0.00%				
Data not due	THARB27	<u>% Variation on Budgeted Expenditure - Tor Bay Harbour Authority</u>	-	1.47%	0.00%				

## PIs and Projects 15/16

### Performance Indicators

Status	Code	Title	+/-	Prev Year End	Annual Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
On Target	THARB29	<u>Issue local Notices to Mariners and enforce Harbour Byelaws</u>	+	Yes	Yes				
Data not due	THARB31	<u>Safety Management System audit completed and improvement plan agreed</u>	+	Yes	Yes	n/a	n/a	n/a	
Data not due	THARB32	<u>Review and exercise the Tor Bay Harbour Emergency Response Plan</u>	+	Yes	Yes	n/a	n/a	n/a	
On Target	THARB35	<u>Refresh the Tor Bay Harbour Website</u>	+	Yes	Yes				
Data not due	THARB37	<u>Continue Benchmarking through relevant trade and professional associations</u>	+	Yes	Yes				
Data not due	THARB39	<u>Complete Equality Impact Assessments</u>	+	Yes	Yes	n/a	n/a	n/a	
Data not due	THARB40	<u>Implement Equality Impact Assessment Improvement Plans</u>	+	Yes	Yes	n/a	n/a	n/a	
Data not due	THARB42	<u>To review the Tor Bay Harbour Operational Moorings Policy</u>	+	Yes	Yes	n/a	n/a	n/a	
Data	THARB59	<u>Agree the Tor Bay</u>	+	Yes	Yes	n/a	n/a	n/a	

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## PIs and Projects 15/16

<b>Performance Indicators</b>									
Status	Code	Title	+/-	Prev Year End	Annual Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
not due		<u>Harbour Authority Business Plan</u>							
Data not due	THARB60	<u>Produce an Asset Management Plan for the Business Unit</u>	+	Yes	Yes	n/a	n/a	n/a	
Data not due	THARB62	<u>Set the Tor Bay Harbour Charges and Harbour Budget</u>	+	Yes	Yes	n/a	n/a	n/a	
Data not due	THARB64	<u>Set up an appropriate Audit Plan for Tor Bay Harbour Authority</u>	+	Yes	Yes	n/a	n/a	n/a	
Data not due	THARB65	<u>% of responses who believe Torbay Harbour Authority are properly managing safety in Torbay Harbour</u>	+	n/a		n/a	n/a	n/a	
Data not due	THARB70	<u>Annual audit/inspection from Trinity House</u>	+	Yes		n/a	n/a	n/a	
On Target	THARB74	<u>To hold quarterly meetings with harbour users and stakeholders</u>	+	Yes	Yes	Yes			
Data not due	THARB76	<u>Number of Maritime Events supported</u>	+	42	43	n/a	n/a	n/a	

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## PIs and Projects 15/16

Projects							
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On Target	THARB55	<u>Working with stakeholders to investigate options to improve the management of the new Fish Market</u>	31/03/2017 (due)	28/03/2015	Meeting with Brixham Trawler Agents on 22 May 2015 regarding an enlarged lease.		