



Clerk: Lisa Antrobus
Telephone: 01803 207013
E-mail address: governance.support@torbay.gov.uk
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Governance Support
Town Hall
Castle Circus
Torquay
TQ1 3DR

Dear Member

HARBOUR COMMITTEE - MONDAY, 19 MARCH 2018

I am now able to enclose, for consideration at the Monday, 19 March 2018 meeting of the Harbour Committee, the following reports that were unavailable when the agenda was printed.

Agenda No	Item	Page
13.	Torquay/Paignton and Brixham Harbour Liaison Forums	(Pages 101 - 108)

Yours sincerely

Lisa Antrobus
Clerk

Meeting Title	Torquay & Paignton Harbour Liaison Forum		
Venue	Torquay Harbour Office		
Date	9 th March 2018 at 10:00 am		
Present	Capt. K Mowat (KM) Capt. A Parnell (AP) Mr S Pinder (SP) Cllr N Amil (NA) Mr D Buckpitt (DB) Mr M Stewart (MS)	Mr M Ellis (ME) Mr M Ritchie (MR) Mr J Bond (JB) Mr A Rayner (AR) Mr T Ekers (TE) Mr C Baker (CB)	Mr J Bills (JBi) Ms D Spencer (DS) Mr D Markham (DM) Mr C Easterbrook (CE) Miss L Stewart (LS)

1. Apologies
2. Welcome
3. New forum chairman
4. Minutes of the last meeting – 20th November 2017
5. Matters Arising from the last meeting –
 - a) Security Cameras
 - b) Harbour Light Restaurant Building – update
 - c) Paignton Harbour South – Regeneration Scheme
6. Budget Update
7. Capital Works
8. Maritime Events 2018
9. Quarterly Accident & Incident Data
10. Tor Bay Harbour Business Plan 2018/19
11. Review of Operational Moorings Policy
12. Tor Bay Harbour Asset Management Plan 2018/19
13. Harbour Committee - Upcoming Agenda

1.	Apologies for Absence Apologies were received from Gordon Oliver, Cllr Nick Bye, Cllr Chris Robson, Cllr Nick Pentney, Cllr Vic Ellery and Clare Rugg	Action
2.	Welcome AP introduced himself as the new Harbour Master for Tor Bay and Head of Tor Bay Harbour Authority and welcomed everyone to the meeting.	Action

3.	<p>New Forum Chairman</p> <p>All present agreed that the role remained with the HM. KM then introduced AP as the new Chairman. KM thanked everyone for their support over the years.</p>	Action
4.	<p>Minutes of last meeting – 20th November 2017</p> <p>All accepted that they were a true and accurate record of the last meeting.</p>	Action
5.	<p>Matters Arising</p> <p>Security Cameras – As part of a Council-wide CCTV upgrade the Harbour cameras are being replaced. Additional cameras around the Harbours will also be installed.</p> <p>Harbour Light Restaurant Building – update – TDA is the lead agency for this project, which is under way. A number of parties had tendered to do the works and Heads of Terms are being negotiated. Once these have been agreed a joint press release will be issued. Work is expected to commence Nov 18 and be complete by Easter 19.</p> <p>Paignton Harbour South – Regeneration Scheme – This scheme remains at the early stage of discussions/development phase and is part of the Paignton Town Centre regeneration scheme. TE asked why it was part of the regeneration scheme, arguing that any profit made from redeveloping the Harbour should be used to improve the Harbour. KM encouraged him and others to make their views known to local ward councillors.</p> <p>ME asked how the Council is able to decide how Harbour assets are used, because it is Harbour users who pay towards the use of buildings on the Harbour estate. KM explained that only Full Council could make decisions regarding capital expenditure > £25,000. DB suggested that the Harbour commission an independent feasibility study to determine whether there was a business case to undertake the proposed development. DS welcomed early clarity as Blue Sea Food company hoped to expand their business but needed security of tenure before making further investment decisions.</p>	Action
6.	<p>Budget Update</p> <p>The forecast annual trading surplus was £56,000 due primarily to excellent fish toll income. A contingency of £150,000 has been set aside for any repairs following Storm Emma.. The Harbour reserve started the year at £821,000 and the current balance is £802,000.</p> <p>CB asked if additional fendering could be installed on Princess Pier. AP said he would investigate. KM reminded the Forum that it is the vessel owners' responsibility to have adequate fenders on their vessels, and that quayside fendering protects the quay, not vessels.</p>	Action

7.	Capital Works – Update	Action
	<p>Princess Pier: floating plant has arrived in Torquay to commence works on Princess Pier. These are expected to be complete by the start of the main season.</p> <p>The Harbour Authority has bid for EMFF funds for various projects including Brixham breakwater and fendering the Brixham fish market. A decision is expected 16 March.</p> <p>AP agreed with CB that fendering for North Quay was required where the passenger boats land as there is some damage evident.</p> <p>Storm Emma caused over 200 reported incidents for Torbay Council including damage to Brixham breakwater; Paignton Harbour walls, and the ferry pontoon in Torquay. The Council has set up a Repair Coordination Group, ecovery group, and KM leads on the group for Infrastructure. Luckily, much of the infrastructure is insured and the Council have also requested Central Government reinstate the Belwin Scheme to contribute towards repairs. In addition, the Harbour has asked if DfT and EA will provide financial assistance to complete the repairs.</p>	NB
8.	Maritime Events 2018	Action
	<p>There is a full schedule of events for this year. SP issued an up to date list to all and advised that this is available on our website</p> <p>The Air Show for 2018 is being held on 2nd & 3rd June this year and there are no scheduled changes to the exclusion zones.</p> <p>James Bills advised that there is a proposed Marina Day for 9th June and SP requested that he submit an event application.</p>	JB/SP
9.	Quarterly Accident & Incident Data	Action
	In the last quarter there have been 17 accidents and incidents reported. This is fewer than the same period last year but safety remains the Harbour's highest priority.	
10.	Tor Bay Harbour Business Plan 2018/19	Action
	AP asked for feedback on the proposed Business Plan that had been emailed in advance of the meeting. JB enquired about the Torquay Fuel station. AP replied that this returns to Council control 1 Apr. The Forum was unanimously of the option that it should be comprehensively refurbished before it was brought back into operation, even if that meant that it was not available during this year's season. MS suggested that a feasibility study be undertaken to assess the business case for repair works and AP agreed.	AP
11.	Review of Operational Moorings Policy	Action
	This was emailed to Forum members in advance of the meeting. The only proposed change is to the wording for relinquishing moorings and confirming that if the Harbour Authority cannot resell moorings then there will be no refund of the mooring fees paid. This generated some discussion but AP pointed out that this was already the case but had not been captured in the document.	

12.	Tor Bay Harbour Asset Management Plan 2018/19	Action
	The Tor Bay Harbour Asset sub-committee met 20 Feb to review all assets of the Harbour Estate. All were assessed as being necessary (ie none would return to the Council to be managed) and all were being competently managed.	
13.	Harbour Committee – Upcoming Agenda	Action
	AP read out the agenda for the meeting scheduled for 19 th March and KM advised that the Paignton Harbour South regeneration scheme will also be discussed at that meeting	

Future meetings

Torquay Harbour Office

5 th June 2018	10.00 am
18 th September 2018	10.00 am
21 st November 2018	10.00 am

Dates of Harbour Committee Meetings

19 th March 2018	5.30 pm (Torquay)
18 th June 2018	5.30 pm (Torquay)
17 th December 2018	5.30 pm (Torquay)

Meeting Title	Brixham Harbour Liaison Forum
Venue	Brixham Harbour Office
Date	12 th March 2018 at 10.30am

Present	Mr Adam Parnell (AP)	Mr Dave Faithful (DF)	Mr Paul Davies (PD)
	Mr Dave Bartlett (DB)	Mr Terry Phillips (TP)	Mr J Keeling (JK)
	Cllr Nicole Amil (NA)	Mr Dave Saunders (DS)	Mrs A Blackburn (AB)
	Mr Andrew Millar (AM)		

Agenda Items	<ol style="list-style-type: none"> 1. Apologies 2. Welcome 3. Minutes of the last meeting – 17th December 2017 4. Matters Arising from the last meeting- <ol style="list-style-type: none"> a) Parking at Brixham Harbour b) Oxen cove Development c) Strand Quay Extension 5. Capital Works-Update 6. Budget Update 7. Maritime Events 2018 8. Storm damage – Various areas within the Harbour Estate 9. Pot marker restrictions 10. Winter lift in – March 22nd 11. Review of Operational Moorings Policy 12. Quarterly Accident & Incident Data 13. Tor Bay Council's Business plan 2018/19 14. Tor Bay Asset Management plan 2018/19 15. Harbour Committee - Upcoming Agenda
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1.	Apologies for Absence	Action
	Apologies were received from the Mayor Gordon Oliver, Cllr Nick Bye, Ben Wheatley, Gerry Carter and Robbie Richardson.	

2.	Welcome	Action
	New Harbour Master AP introduced himself and welcomed everyone to his first Brixham Liaison Forum.	
3.	Minutes from the last meeting	Action
	Everyone agreed that the minutes were an accurate record of the last meeting.	
4.	Matters Arising from the Last meeting	Action
	<p>a) Parking at Brixham Harbour – DB informed everyone that the new barriers are on site and contractors G & T Services are making final modifications before installation. This will allow all legitimate users with a valid parking permit entry to one designated side, either the East Quay or the Main carpark. The new system comprises of two new barriers that will prevent tailgating by allowing single vehicle entry only. DB will be advising all persons with a key fob that they will need to have it re – programmed in the office.</p> <p>b) Oxen Cove development – AP reported to the Forum that an application for European Marine Funding has gone out and we are waiting to hear if it has been successful, the decision is expected soon after 19th March, and if successful we would be looking at preparatory works in September 2018. AP also advised that he will be consulting on a review to the Port Master plan during the Summer months, starting with Brixham.</p> <p>c) Strand Quay Extension – DB informed the Forum that the parking order requested on Southern Quay is unlikely, although interest in building an extension over the Inner Harbour remains, but it is doubtful that works will start this year.</p>	<p>DB</p> <p>AP</p>
5.	Capital works – Update	Action
	<p>AP advised the Forum that besides the bid for the development of Oxen cove and/or Freshwater carparks, other bids for capital works included additional fendering to the North side of the Fish Market, repairs to the Breakwater which include the use of several larger boulders positioned to replace those that have been moved during storm Emma, and a landing jetty. AP stated that a Hydrographic survey of several areas including the Breakwater is being undertaken today and this will give a clear picture as to what has been moved and to where.</p> <p>DB informed all that the additional section that was to be added to the passenger ferry pontoon forming a safe berth for the day boat MFV's to take fuel is not currently going ahead due to lack of funding however it remains a priority.</p> <p>DS asked about improvements and repairs needed to the Breakwater slipway as several slabs have been moved and it is becoming hazardous, DB informed him that the repairs will come out of this year's maintenance budget and he is currently looking into sourcing an improved and more durable material to use. DS suggested asking a company called 'Rock Bond', AB to call.</p>	DB/AB

6.	Budget update	Action
	<p>NA advised that the corporate budget has been agreed.</p> <p>AP informed the forum that Brixham has had a positive year so far for Fish Tolls which are at an all-time high and that the Harbour Authorities previous forecast of breakeven has been amended to have a surplus of £56,000 with the reserve funds reducing by £19,000 to £802,000.</p> <p>There is also a contingency figure of £150,000 which will be used to repair damage caused by storm Emma.</p>	All to note
7.	Maritime Events 2017/18	Action
	<p>AP directed everyone to the website where all the information on this year's events are located. He advised that the Air show is to remain the same as the previous year and will be on the 2nd and 3rd June.</p> <p>AM advised that there is a Marina day which has been preliminary set for the 9th June and that they are in early stages but will complete the application for this once everything has been agreed...</p>	All to note
8.	Storm Damage	Action
	<p>AP advised that as well as the damage mentioned earlier to the Breakwater there had been significant damage to the lighthouse including loss of windows, the main door and the electrics, repairs are in hand and depending on the cost of repairing the light it may be more cost effective to have a new light placed on a pole to act as a night time navigation aid, he assured the room that he has no intention of removing the lighthouse.</p>	All to note
9.	Pot Marker restrictions	Action
	<p>DB updated the forum of the situation concerning the pots that caused concerns last year and re assured all that there were no visible pots when he checked the cameras this morning. He made it clear that any pots that were put in restricted areas would be towed by Harbour staff, however he reminded all that if the pots are outside the Harbour limits then we are unable to do anything.</p>	All to note
10.	Winter lift in	Action
	<p>DM advised that the date for the winter lift in is on the Thursday 22nd March and will be over one day only. South West crane hire will be on site from 6am to lift the first vessel</p>	All to note
11.	Review of Operational Moorings policy	Action
	<p>AP advised that the updated policy has been sent out and there was only one change relating to the wording which informs all customers that if they wish to relinquish their facility before the end of the season then it is made clear that if the facility cannot be resold then no refunds will be given.</p>	All to note
12.	Quarterly Accident & Incident Data	Action
	<p>AP informed that there has been 17 reported accidents/incidents and near misses so far this year. This includes one death and several mooring break offs mainly due to boat owner error, he mentioned the incident involving the vessel 'Jordan A' which</p>	All to note

	<p>occurred last month in the Inner Harbour and praised all involved for the proficient response.</p> <p>AM advised that he will continue to notify any incidents to the Harbour office and going forward will email over their reports.</p> <p>DB spoke to the Yacht club about the importance of handing over detailed information/statements after incidents occur.</p>	
13.	Tor Bay Council's Business plan 2018/19	Action
	AP advised that there has been no changes to the plan for the coming year.	All
14.	Tor Bay Harbour Asset Management Plan 2018/19	Action
	AP advised that this document has been emailed out and that after a meeting with the Tor Bay Harbour Asset subcommittee it was acknowledged that all Harbour assets are still required and occupancy is good. AP mentioned works required including public toilets for Paignton & Brixham, which are being looked at under the Torbay Council public toilet scheme and the Old Fuel Jetty in Brixham, which is in serious need of repair.	All to note
15.	Harbour Committee – Upcoming Agenda	Action
	AP advised that the Forum that the next Harbour Committee is being held on 19 th March and ran through the 3 main items that will be on the agenda which comprise of the Tor Bay Harbour Asset Management plan, the review of public toilets and the old fuel Jetty.	All to note

Next Meeting

Venue

Future meetings

Brixham Harbour Office

7 th June 2018	10.30 am
6 th Septmber 2018	10.30 am
6 th December 2018	10.30 am

Dates of Harbour Committee Meetings

19 th March 2018	5.30 pm (Torquay)
18 th June 2018	5.30 pm (Torquay)
17 th December 2018	5.30 pm (Torquay)