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Date: Monday, 10 December 2018

Governance Support
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Dear Member

HARBOUR COMMITTEE - MONDAY, 17 DECEMBER 2018

I am now able to enclose, for consideration at the Monday, 17 December 2018 meeting of the Harbour Committee, the following reports that were unavailable when the agenda was printed.

Agenda No	Item	Page
12.	Torquay/Paignton and Brixham Harbour Liaison Forums	(Pages 124 - 128)

Yours sincerely

Lisa Antrobus
Clerk

Meeting Title	Torquay & Paignton Harbour Liaison Forum
Venue	Torquay Harbour Office
Date	21 st November 2018 at 10:00 am

Present	Capt. A Parnell (AP)	Mr N Burns (NBu)	Mr J Bond (JB)
	Mayor Gordon Oliver (GO)	Mr S Pinder (SP)	Mr T Ekers (TE)
	Cllr Nick Bye (NBy)	Mr M Stewart (MS)	Mr C Easterbrook (CE)
	Cllr J O'Dwyer (JO'D)	Mr M Ellis (ME)	Miss L Stewart (LS)
	Cllr R Hill (RH)	Mr D Buckpitt (DB)	
	Cllr C Robson (CR)	Mr M Ritchie (MR)	

1. Apologies
2. Welcome
3. Minutes and matters arising from the last meeting – 12th September 2018
 - Update on Harbour Light Restaurant development
 - Port Master Plan Update
4. Capital Works
5. Maritime Events 2019
6. Quarterly Accident & Incident Data
7. Harbour Committee - Upcoming Agenda
8. Any other business

1.	Apologies for Absence	Action
	Apologies were received from Cllr N Amil, Cllr D Thomas, Clare Rugg, Mike Smith and Tim Morris	
2.	Welcome	Action
	AP welcomed everyone to the meeting	
3.	Minutes and matters arising from the last meeting – 12th September 2018	Action
	Update on Harbour light restaurant – AP advised that the TDA held a site meeting with the proposed tenant who is still keen to progress with the development. Planning application should be submitted prior to Christmas. JOD questioned that the crane required for lift out for boats would not be able to be onsite if the new development includes a balcony – AP commented that he is aware of this and until the new plans are submitted will not know the situation with regards to this but can look to locate boats in alternative areas. SP advised that kayak rack/lockers could also be moved if required.	

3.	Minutes and matters arising from the last meeting – 12th September 2018	Action
	<p>South Quay redevelopment – AP advised that he is not aware of any further development on this at present other than there are 2 potential expressions of interest that have been submitted for this development. NBye asked if this could be added to the agenda for the Harbour committee agenda and for TDA to provide a report.</p> <p>Charging for events – this is still being looked into. SP advised that he is working alongside the Torbay Council events team to look to introduce a single events policy for all of departments of the Council. Still looking at the individual events and how much extra costs are incurred to the Harbour and these charges may recharged to the event's organiser. SP advised that still looking at the possibility of introducing a charge for pontoon berthing for vessels taking part in events as this is reducing visitor income being able to be achieved so proposing to introduce a charge possibly at 50% of normal charge. ME commented that if the charges are made for berthing, then yachting events will cancel and will not be considered for Torbay. He suggested that Harbour authority look at the previous year's income for visitors at that time to then make an agreement on charging. JB commented that if the RTYC are charging people to take part in the event then could a berthing charge be included in this. DB commented that Events are a benefit not just to Harbour side businesses but also to the town. AP commented that he would be looking to create a plan, which can be suitable to any type of event. All agreed with the proposal for event charging.</p> <p>Port master plan update – AP advised that the Port Master Plan was published in 2013. He is proposing to add an addendum to the original plan with all the feedback received from the 3-update meetings that have been held this year and plans to take the report to the March Harbour committee meeting. NBye asked for his thanks to be recorded to AP for the events being held.</p>	<p>AP</p> <p>AP</p>

4.	Capital Works	Action
	<p>NBu advised that Princess Pier works are continuing on the underside of the decking for needle gunning and painting but majority of the works have been completed. Decking works on Beacon Quay took longer than planned but have now been finished and good feedback received.</p> <p>The Visitors Pontoon has been replaced but the fingers inserted are shorter than previous fingers so looking to have the fingers extended which will resolve this issue. Victoria Breakwater rock armouring is starting shortly and will continue over the winter. Still waiting for MMO licence for Oxen Cove shellfish jetty and once received contractors are ready to start once received.</p> <p>Fuel station – this will be going on the procurement portal shortly for tendering submissions and he is aware of 5 organisations who have expressed an interest in running the station.</p> <p>Paignton South sands slipway occurred some damage in recent storms and AP advised that latest estimate for repair works is around £18,000 and Simon Wallace is looking into this. MS commented that it is getting worse and there is now no sea defence on the corner there.</p> <p>CE raised issue of sea defences for Paignton. GO commented that he is aware of this and has met with the Environment agency to discuss this issue and in future, funding can be applied for through the Environment agency. AP advised he is aware of this and is working with Dave Stewart from TDA on this issue.</p>	

5.	Maritime Events 2019	Action
	<p>AP advised that there is a full schedule already and there are five cruise ships scheduled at present. SP advised that this list could change if there are clashes of dates or if the required information is not provided, then the event may be cancelled. SP advised that the list is available on our website under Events section.</p>	

6.	Quarterly Accident & Incident Data	Action
	NBu advised that since the last meeting there have been 5 incidents/accidents reported and provided details of all to the forum. To date there are 29 incidents in total that has been reported. AP advised that all accidents/incidents and near misses should be reported to the Harbour Authority. SP advised there is an online form on our website available for submitting any reports.	
7.	Harbour Committee – Upcoming Agenda	Action
	AP ran through the proposed agenda for the meeting.	
8.	Any Other Business	Action
	<p>Cill opening times – extend if possible – AP advised that an email has been submitted from Tim Morris to raise idea of extending cill opening times for April & October for the Inner Harbour to keep the cill opened longer for when weather is nice. AP advised that this would incur costs to the Harbour authority to extend summer opening times if the office was opened until 9 pm daily, which would incur overtime and seasonal staff. AP commented that the visitor’s pontoon is available for Inner Harbour customers use should they wish to leave prior to the cill opening or return after closing. NBu commented that any customers can request the cill to be opened early or closed later than the predicted opening times on a certain date with enough notice provided to the Harbour Office to arrange with Harbour staff. DB commented that it might be an idea to change the opening times of the cill to be published set times when the bridge will be opened i.e. every 15/30 minutes as in the summer times the bridge can be opened and closed for a boat then reopened straight away for another boat. AP commented that he will look into these proposals.</p> <p>NBue asked for his thanks to be noted to Marshall Ritchie for organising the Torquay Harbour Users meeting last week.</p>	AP

Future meetings

Torquay Harbour Office

Thursday 21st February 2019 at 10.00 am

Dates of Harbour Committee Meetings

17 th December 2018	5.30 pm (Torquay)
18 th March 2019	5.30 pm (Torquay)

Meeting Title	Brixham Harbour Liaison Forum
Venue	Brixham Harbour Office
Date	6 th December 2018 at 10.30am

Present	Mr Adam Parnell (AP)	Mr Ben Wheatley (BW)	Mr Nick O'Brien (NOB)
	Mr Dave Bartett (DB)	Mr Mike Shaw (MS)	Miss Lorraine Stewart
	Mayor Gordon Oliver (GO)	Mr Adam Mudge (AM)	(LS)
	Cllr Nick Bye (NB)	Mr David Faithful (DF)	

Agenda Items	<ol style="list-style-type: none"> 1. Apologies 2. Welcome 3. Minutes of the last meeting – 6th September 2018 4. Matters Arising from the last meeting- <ol style="list-style-type: none"> a) Parking at Brixham Harbour b) Oxen cove Development 5. Maritime Events 6. Proposal for charging Events – April 2019 7. Proposal for changes to the direct debit term – new Annual invoices 8. Quarterly Accident & Incident Data 9. Harbour Committee - Upcoming Agenda
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1.	Apologies for Absence	Action
	Cllr Vic Ellery, Cllr Nicole Amil, Dave Saunders, Mike Stewart and Jerry Carter.	

2.	Welcome	Action
	Harbour Master welcomed everyone to the 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
	<ul style="list-style-type: none"> • Parking at Brixham harbour – Car park permits now being issued. MS commented that two of the problem vehicles are again parking onsite - DB was aware and once their permits are issued, future issues will result in PCN. • Oxen Cove development - Still awaiting the MMO licence. Consultation period now closed and no objections were submitted. Hopeful for a Jan 19 start date. • Brixham Breakwater development - GO has discussed climate change with EA and by 2050 expects 1m sea level rise. 	

5.	Maritime Events	Action
	<p>Fishstock 2018 highly successful. No festival planned 2019 but hope to restart in 2020. DB commented that there may be a smaller event held in 2019: not sure of details or where will be held.</p> <p>Number of marine events increasing each year. AP requested that events not yet notified to the Harbour authority need to be advised to deconflict. The maritime events schedule is published on our website.</p>	
6.	Proposal for charging events from April 2019	Action
	Work is still ongoing.	
7.	Proposed change to direct debit term	Action
	<p>As discussed at last meeting, will be presented to the December Harbour committee.</p> <p>Harbour/Fees and charges – Outcome of recent budget setting meetings is a proposal for Harbour's contribution to Council's General Fund to remain static for 2019. Fees and charges from 1st April 2019 are proposed to be increased by 2%.</p> <p>Port Master Plan will be presented to the March Harbour Committee.</p>	
8.	Quarterly Accident & Incident Data	Action
	<p>5 accidents over last quarter. Most recent was a fire on a vessel in Brixham Marina. NO'B noted that the Lifeboat as requested by Fire Service but they were not contacted. Internal investigation as to why is ongoing.</p> <p>The Safety Management system has been rewritten and will be taken to the Harbour Committee for approval. Edge protection policy has also been reviewed.</p>	
9.	Harbour Committee – upcoming Agenda	Action
	AP outlined the upcoming agenda for the Harbour Committee for 17th December.	
10.	Any other business	
	<p>NO'B commented that there is issues at the fuel station with vessels lying against which is resulting in the lifeboat not being able to take fuel as not a safe working environment. DB commented some cases is due to the congestion of vessels in the Harbour but will be looking into this issue and one idea could be extension to the ferry pontoon.</p> <p>DF asked for an update for Oxen Cove - AP advised that this was left for those parties interested to make a proposal to Harbour Authority and there is no further update on this.</p>	AP/DB

Next Meeting

Venue

Future meetings

Dates of Harbour Committee Meetings

Brixham Harbour Office

7th March 2019 10.30 am

6th June 2019 10.30 am

18th March 2019 5.30 pm (Torquay)