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Dear Member

HARBOUR COMMITTEE - MONDAY, 23 MARCH 2020

I am now able to enclose, for consideration at the Monday, 23 March 2020 meeting of the Harbour Committee, the following reports that were unavailable when the agenda was printed.

Agenda No	Item	Page
14.	Torquay/Paignton and Brixham Harbour Liaison Forums	(Pages 80 - 85)

Yours sincerely

Lisa Antrobus
Clerk

Meeting Title	Torquay & Paignton Harbour Liaison Forum
Venue	Torquay Harbour Office
Date	10 th March 2020

Present	Capt. A Parnell (AP) Cllr N Amil (NA) Cllr J Mills (JM) Cllr J O'Dwyer (JO'D) Cllr N Bye (NB) Mr S Pinder (SP) Mr N Burns (NBu)	Mr M Ellis (ME) Mr M Stewart (MS) Mr J Bond (JB) Mr M Smith (MSm) Mr Tim Allen (TA) Peter Densham (PD)	Miss Lorraine Stewart (LS)
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1. Apologies
2. Welcome
3. Minutes and matters arising from the last meeting – 21st November 2019
 - South Pier, Torquay
4. Budget update
5. Maritime Events 2019/20
6. Quarterly Accident & Incident Data
7. Harbour Committee - Upcoming Agenda
8. Any other business

1.	Apologies for Absence Apologies were received from Cllr A Barrand, Cllr Ray Hill and Mr Marshall Ritchie	Action
2.	Welcome AP welcomed everyone to the meeting	Action
3.	Minutes and matters arising from the last meeting – 21st November 2019 AP advised that South Pier works are continuing to improve the condition of South Pier.	Action
4.	Budget update AP advised that the current situation is year end of £9000 surplus. There was additional spend in year including in CCTV, new forklift at Brixham, infrastructure improvements due to Health and safety concerns. AP confirmed that signage around the Harbours are being replaced and should be in place before the season starts. The Harbour reserve has been used to contribute towards the spend on health & safety required works. AP believes that there may be an additional request made by central fund for £50,000 towards the main Torbay Council budget for 2020/21.	Action

5.	Maritime Events 2020	Action
	<p>AP ran through the list of Maritime Events scheduled for 2020.</p> <p>AP reminded all there is an events process that is required to be followed for all events to ensure that the Harbour Authority is aware and staffed appropriately.</p> <p>NB advised that for the Air Show there would be a Notice to Mariners issued to confirm the exclusion zone in play for all mariners.</p>	All to note
6.	Quarterly Accident & Incident data 2020	Action
	<p>AP advised that since November 2019 there has been 5 record accidents and near misses including a near miss with the Bridge & Cill, an oil spill at Brixham, an unsafe electric cable found on the pontoon at the Town Dock and 2 bodies recovered from the sea.</p> <p>AP advised that there has was a visit from HSE in 2019 which highlighted some issues including electric cables being placed unsafe on the pontoons at Torquay.</p>	
7.	Harbour Committee – Upcoming Agenda	Action
	<p>AP ran through the upcoming Harbour committee agenda and advised that there will be various reports discussed.</p> <p>Some changes to the policies include - There has been some minor changes made to the Operational Mooring Policy after annual review. This includes the need for boat owners to show in date insurance for vessels. If not received, then letters will be issued out to cancel mooring facilities to those who have not provided proof of insurance. This has taken place recently at Brixham and letters have been sent out to customers at Torquay & Paignton Harbours as well to request proof of insurance.</p> <p>NBu highlighted recent issues highlighted regarding partnerships for boat owners for mooring facilities as many partnerships have come to light recently that Harbour Authority is not aware of after deaths of the registered facility holder. There may will be changes made to the Moorings Policy with regards to Partnerships for facilities including the mooring being allocated to spouse/family member/other person in partnership.</p> <p>AP also advised that changes would be made with regards to a facility holder who owes Torbay Council money, then their facility will not be renewed even though they may not owe Harbour Authority money as we are part of Torbay Council.</p> <p>Harbour Asset Management Plan – AP advised that there was a recent meeting of Harbour Asset Working Party meeting who discussed all of the assets on Harbour estate. They discussed all of the assets and any issues were highlighted. The rents of all assets on Harbour estate was discussed which are managed by TDA and was highlighted that there are a lot of arrears on rental properties which AP is addressing.</p> <p>JO'D highlighted that there are some changes being made to EPC legislation for commercial properties which means that some properties may be unlettable if not compliant with the relevant legislation.</p>	All to note

8.	Any Other Business	Action
	<p>MSm commented that the anti-social behaviour issues has decreased over by the Marina/Pavilion area. There are some issues still with drug taking but police are aware. NBu advised that there has been some issues recently with break in's on boats. The police have been informed. A boat owner who has been broken into twice has now installed CCTV on his boat to try to prevent future issues.</p> <p>NBu advised that there has been spikes placed onto all of the gates to try to deter people climbing over the gates to gain access to the pontoons. SP advised that there will be a gate installed by the entrance Beacon Cove beach which has been crowdfunded by the occupants who live in the flats nearby due to anti-social behaviour issues. The gate will be opened and closed by the Torbay Council security team. They have also raised enough money for a CCTV camera to be introduced there as well which will link in and be monitored by the Torbay Council CCTV team.</p> <p>AP advised that the Harbour Lights restaurant has now opened at Paignton Harbour. JM asked about the old kiosks at Paignton Harbour and SP advised that a process is being carried out to review the tenancies on these through legal process and is hoping the outcome for this is that new huts in a new location will be put in place hopefully before the start of the summer season.</p> <p>SP advised that there will be no parking on Paignton Harbour estate on North and West Quay due to the increased footfall to the Harbour as of 1st April. JM asked if there could be improved signage in Paignton to the Harbour and AP advised this has been requested but it does not fall under the Harbour estate.</p> <p>AP advised that there was a meeting held recently to discuss South Quay at Paignton Harbour and the previous plans for redeveloping with the existing tenants. The tenants were advised that there are no current plans to redevelop South Quay in the next 5 to 10 years. The Harbour Authority have now been advised that they can lease out the buildings there on a longer lease than previously thought.</p> <p>SP advised that at Paignton Harbour there are trot moorings and boat park spaces, which have always been charged on the length of each individual the boat but SP is looking at changing the charging for this type of mooring to charge on one tariff for all size of boats over a phased basis. There will be consultation to those facility holders that this affects. SP advised updated that he has held sea safety meetings recently with various groups of users. From these meetings it was highlighted the issues of jet skiers and powerboats going very fast in the Bay and close to the shore. SP is proposing to introduce a year round speed limit in the entire Bay enforced through Harbour powers of direction.</p>	

Future meetings

Torquay Harbour Office

Tuesday 2nd June 2020 at 11.00 am
 Tuesday 8th September at 10.00 am

Dates of Harbour Committee Meetings

Monday 23rd March 2020 at 5.30 pm
 Monday 29th June 2020 at 5.30 pm

Meeting Title	Brixham Harbour Liaison Forum
Venue	Brixham Harbour Office
Date	Thursday 12 th March 2020 10.30am

Present	Mr Adam Parnell (AP)	Mr Fred Farmer (FF)	Mr Steve Poulton (SP)
	Cllr Vic Ellery (VE)	Mr Terry Philips (TP)	Miss Jessica Marles (JM)
	Cllr Nicole Amil (NA)	Rod Coveny (RC)	
	Cllr Judith Mills (JM)	Huw Thomas (HT)	

Agenda Items	<ol style="list-style-type: none"> 1. Apologies 2. Welcome 3. Minutes of the last meeting – 5th September <ol style="list-style-type: none"> a) Parking at Brixham Harbour b) Oxen cove Development 4. Budget Update 5. Maritime Events 2020 6. New organisational structure for Tor Bay Harbour Authority 7. Health & Safety/ Port Marine safety code 8. Quarterly Accident & Incident Date 9. Harbour Committee- Upcoming Agenda <ul style="list-style-type: none"> - Tor Bay Harbour business plan - Review of operational mooring policy - Quarterly budget monitoring report - Harbour Committee work programme - Harbour asset management plan - Port Marine Safety Code update
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1.	Apologies for Absence	Action
	Mike Stewart, David Faithful	

2.	Welcome	Action
	AP welcomed everyone to the Brixham Liaison Forum.	

3.	Minutes from the last meeting	Action
	<p>Everyone agreed that the minutes were an accurate record of the last meeting.</p> <p>A) Parking is still an ongoing issue, and there is an increasing demand and pressure on Oxen Cove.</p> <p>B) Advised of the update on Oxen Cove.</p>	
4.	Budget Update	Action
	<p>Fish tolls are doing well and are picking up and we have had a good year with income.</p> <p>AP advised of the budget this year.</p> <p>The Moritorium was mentioned advising we are unable to spend on certain things currently, but we are continuing to spend on Health and Safety related items.</p>	
5.	Maritime Events 2020	Action
	<p>We currently have many events booked in this year. So far we will be accommodating 5 cruises and the first one will be in April.</p> <p>Hoping all events will still go ahead with spread of COVID-19</p>	
6.	New organisational structure for Tor Bay Harbour Authority	Action
	<p>A new Assistant Harbour Master has now been appointed in Brixham Harbour. This is not a Deputy position as AP is based in Brixham most of the time.</p> <p>Simon Pinder has now been appointed the position of Marine Leisure and Beach Services Manager so he will now be looking after the Beaches side of things also.</p>	
7.	Health and Safety/ Port marine safety code	Action
	<p>There has only been one incident within the last quarter, this was a diesel spill of 5L by the marina. This was picked up by the security staff and the marina early hours of the morning and by daylight it had dispersed.</p>	
8	Quarterly Accident & Incident Data	
	<p>As above- 1 event this quarter</p>	
9.	Harbour Committee- Upcoming Agenda	
	<p>Tor Bay Harbour Business Plan-</p>	

	<p>Focusing on aquaculture regionally and nationally- IFCA are going to be looking at a work plan from the 1st April to look at the bay and its current state- Clean waters, sheltered etc and where sites could be placed.</p> <p>Operational moorings policy- AP advised there are a few minor tweaks to the moorings policy, ensuring that vessels are insured and in a good sea worthy state has been highlighted. Admin have completed a insurance check on all vessels within Tor Bay and on a few customers have failed to show this information. It has been requested by the debtors department that anyone owing monies within other departments of the council are not allowed to have facilities with us.</p> <p>Quarterly Budget monitoring report- AP advised of the budget and that this will be discussed at the Harbour Committee Fishing for litter scheme is causing a burden currently and costing a lot of money as we are collecting a lot of litter and over flowing skips and fishing for litter are not keeping up with how much is being collected therefore a lot of it is going through the skip and we are having to pay for it.</p> <p>Harbour Asset management plan- The only thing highlighted in this currently is the obsolete fuel jetty which will be brought up.</p> <p>Port Marine Safety Code update- The incident with the diesel spill.</p>	
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11	AOB		
		<p>VE – Advised there have been a lot of enquiries regarding the building on Breakwater slipway- confirmed this has now been sorted.</p> <p>Discussion regarding the new house boat within MDL Marina Brixham- AP confirmed he had done some looking into this and it is allowed as it is rented out through 'Beds on board' and no one is living on board it full time. The marina have their own moorings policy and they allow up to 4-5 of these in the marina at one time.</p> <p>Crane has been condemned on the middle pier and worked out too expensive to fix. New crane on the jetty could be used on middle pier, with the new budget in April the HA's will be trained on this.</p> <p>COVID-19 All discussed the current situation with COVID-19. A plan is in place if staff where to go of sick with the new virus – closing Paignton first, office staff next along with Torquay Quayside and Brixham.</p>	NA

Next Meeting

Venue

Future meetings

Dates of Harbour

Committee Meetings

Brixham Harbour Office

4th June 2020

10.30 am Brixham

23rd March 2020

5.30pm (Torquay)

29th June 2020

5.30pm (Torquay)