



Minutes of the Harbour Committee

21 September 2015

-: Present :-

Councillor Bye (Chairman)

Councillors Amil, Carter, Cunningham, Ellery (Vice-Chair), Stringer, Sykes and Winfield and Mayor

External Advisors: Mr Buckpitt and Mr Stewart

16. Apologies

An apologies for absence were received from Councillor O'Dwyer, Mr Ellis and Capt. Lloyd.

17. Minutes

The Minutes of the meeting of the Harbour Committee held on 15 June 2015 were confirmed as a correct record and signed by the Chairman.

18. Communications from the Chairman

The Chairman advised Members of a letter he had received praising Harbour staff during an incident in June 2015.

19. Appointment of External Advisors

The Executive Head of Business Services advised Members of the current position for the potential recruitment of an External Advisor to an outstanding vacant position and the potential to re-appoint Mr Buckpitt as his term of office is due to finish at the end of December 2015.

Members of the Harbour Appointments Sub-Committee advised, due to busy work schedules, not to convene the Sub-Committee and recommended to Members of the Harbour Committee to re-appoint Mr Buckpitt for a second 4 year term.

Resolved:

- (i) that Mr David Buckpitt be appointed as an External Advisor for a second 4 year term the to end December 2019; and
- (ii) the vacant position for an additional External Advisor remain unfilled.

20. Torquay/Paignton and Brixham Harbour Liaison Forums

The Committee received the minutes of the latest Torquay and Paignton Harbour Liaison Forum and the Brixham Harbour Liaison Forum and noted the contents.

21. Harbour Authority Business Risk Register

The Committee noted the submitted report which provided Members with details of the Tor Bay Harbour Authority Business Risk Register for 2015/16.

Members expressed concern over Risk No. 4, as per the submitted report and noted the risk which advised 'If we fail to effectively manage all of the Harbour Authority's financial and built assets then we may fail to secure competitive rental stream revenue and our built infrastructure will deteriorate – this may leave us with unsafe infrastructure, failing to meet government guidelines on best practice, forced cessation of some discretionary services and damage to our reputation.'

22. Harbour Asset Review Working Party

The Committee noted the report from the Harbour Asset Review Working Party which met on 3 August 2015.

Members were advised that the Asset Review Working Party had provided strategic direction to the Executive Head of Business Services in relation to The Harbour Light Restaurant Building, the new Romero's Coffee Kiosk and a range of new concession opportunities.

The Executive Head of Business Services advised Members that the Monitoring Officer had been consulted concerning the Constitution and the decision making pathway in relation to assets.

Members noted that the procurement of a workboat for Brixham was required.

23. Tor Bay Harbour Authority Quarterly Budget Monitoring Report

The Committee received and noted a report which provided Members with projections of income and expenditure for the year 2015/16 compared with the approved budgets.

The report identified the overall budgetary position of Tor Bay Harbour Authority as at the end of August 2015 and noted an upturn in the Marina income.

Members also noted the unpaid Harbour Charges for over 60 days now stood at £173,000. The Executive Head of Business Services re-assured Members that this would be pursued through the Corporate Debt System and comprised of multiple smaller amounts rather than one individual debt.

Members were also asked to note the Tor Bay Harbour Master's use of delegated powers to waive certain harbour charges, which so far this year has amounted to £2226.24 (excluding VAT).

24. Performance of the Tor Bay Harbour Authority Business Unit (SPAR.Net)

The Committee noted the report which detailed the quarterly performance position to date of Tor Bay Harbour Authority 2015/16.

The Executive Head of Business Services reported that there had been two reportable incidents but performance levels were otherwise on target or above.

25. Quarterly Accident and Incident Data for Tor Bay Harbour

Members received a briefing note which provided a quarterly update of the current accident statistics for the Harbour Authority up until September 2015.

Members noted there had been 54 recordable events.

Chairman