

<b>Meeting Title</b>	<b>Brixham Harbour Liaison Forum</b>
<b>Venue</b>	Brixham Harbour Office
<b>Date</b>	28 <sup>th</sup> November 2012 at 10.30

<b>Present</b>	Capt P Labistour (PL)	Capt K Mowat (KM)	Mr R Smith (RS)
	Mr D Bartlett (DB)	Mrs A Blackburn (AB)	Mr R Whithey (RW)
	Capt B Curtis (BC)	Mr John Wilson (JW)	

<b>Agenda Items</b>	<ol style="list-style-type: none"> <li>1. Apologies for absence</li> <li>2. Minutes of the last meeting</li> <li>3. Matters arising from the last minutes             <ol style="list-style-type: none"> <li>a) Oxen Cove Slipway</li> <li>b) Waste Management</li> <li>c) Port Facility Security Plan</li> <li>d) Electricity Recharge project</li> <li>e) Port Master Plan</li> </ol> </li> <li>4. Capital Works             <ol style="list-style-type: none"> <li>a) Fenders and capping</li> <li>b) Harbour side cranes</li> </ol> </li> <li>5. Fish Market Clean</li> <li>6. Port Marine Safety Code - audit</li> <li>7. SeaTorbay</li> <li>8. Wreck the World - update</li> <li>9. Maritime Events 2013</li> <li>10. Harbour Budget and Harbour Charges 2013/14</li> <li>11. Harbour Committee – upcoming agenda</li> </ol>
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<b>1.</b>	<b>Apologies for absence</b>	<b>Action</b>
	Apologies were received from Mike Morey, Robbie Richardson, Vic Ellery, Tim Robbins, Peter Bartlett, Simon Beer and Gerry Carter.	

<b>2.</b>	<b>Minutes of the last meeting</b>	<b>Action</b>
	It was agreed that the minutes of the meeting of the 5 <sup>th</sup> September 2012 were a true and accurate record of that meeting.	

<b>3.</b>	<b>Matters Arising</b>	<b>Action</b>
<b>(a)</b>	<b>Brixham Yacht club Slipway</b> PL informed the Forum that he has had a meeting with the Commodore of BYC about the prospect of splitting the costs of any remedial work to the BYC slipway. Total costs were thought to be in the region of £10k to £12k. PL said that this was too expensive for the harbour authority to pay for on its own. KM said that he doubted that any liability sat with the harbour authority. A response is now required from BYC.	<b>PL &amp; BYC</b>

3.	Matters Arising	Action
(b)	<p><b>Waste Management</b> DB informed the Forum that the problems relating to waste management had been greatly improved since Tor2 had become involved. Tor2 are providing bins for the tenants and collecting them regularly at a reduced cost. Notice has been served on the existing contractor and Tor2 will be taking over the whole waste management system for the harbour estate. More emphasis will be put on recycling, with the majority of waste taken off site being recharged back to the tenants.</p>	DB
(c)	<p><b>Port Facility Security Plan</b> PL reported that the Plan had been audited last month and TRANSEC had sent back a very positive letter with feedback. The plan is being reviewed and early in 2013 the plan will be re-submitted for approval by TRANSEC.</p>	PL
(d)	<p><b>Electricity Recharge Project</b> PL stated that the new system was in the process of being commissioned and the harbour authority intended to start recharging in January. A letter will be going out to the stakeholders shortly informing them that any electricity used will be recharged. The recharge costs will be based on the harbour authority's exact cost plus an administration charge.</p>	PL
(e)	<p><b>Port Master Plan</b> PL gave the Forum a timeline of what is going to take place with regard to the delivery of the plan. Another meeting with the consultants would be held shortly, followed by another stakeholder event in February. A final draft will be submitted in March followed by a request for further feedback. In June 2013 the plan will be considered for approval by the Harbour Committee.</p>	KM

4.	Capital works	
(a)	<p><b>Fenders and Capping</b> DB informed the Forum that he was approximately two weeks away from going out to tender for these repairs. The works needed include concrete capping around the MFV basin, ladder replacement, ladder lighting and replacement of the floating fenders with solid rubber vertical fenders. The total cost will be in the region of £250k to £300k. DB expected to have the exact figures back in the new year and the harbour authority can then consider how to progress the project in terms of affordability.</p>	DB
(b)	<p><b>Harbour side cranes</b> PL indicated to the Forum that he was in the process of putting together a bid for two new landing davits, which would be part funded by the European Fisheries Fund. RS said these were needed to help with the congestion that occurs when the day boats are unloading their catch, all at the same time. This matter was causing some problems on the Quay. The cost was expected to be around £10,000. PL said he would have more news early next year. KM suggested that RS and BTA could help PL write the EFF bid.</p>	PL RS BTA

<b>5.</b>	<b>Fish Market Clean</b>	
	PL informed the Forum that he had been in talks with some cleaning contractors regarding taking over the daily cleaning of the Fish Market. Early quotes looked promising but the harbour authority was seeking further quotes before making a final decision. The idea would be to free up two members of harbour staff, who currently spend a lot of their time cleaning the Fish Market, and put them to better use around the harbour estate.	<b>PL</b>
<b>6.</b>	<b>Port Marine Safety Code - audit</b>	
	PL reported that the independent audit had now been carried out by our 'Designated Person' and the report would be published as part of the December Harbour Committee meeting agenda.	
<b>7.</b>	<b>SeaTorbay</b>	
	PL informed the Forum that SeaTorbay, our local Coastal Partnership, was currently engaged in the process of drawing up a Coastal Zone Management Plan. A cross-section of stakeholders were involved.	
<b>8.</b>	<b>Wreck the World - update</b>	
	<p>KM advised the Forum that the bid for the 'Ark Royal' had been unsuccessful and that it had now been sold for scrap. However, Wreck the World were now going to bid for 4 Class 22 Destroyers and if successful they would want to sink of these ships within Tor Bay Harbour limits. KM expressed the view that one was sufficient and that it should be just outside the SAC, broadly in a position adjacent to the site of the proposed artificial reef. The Forum was informed that no formal application had yet been made to the Marine Management Organisation. KM had recently met with Wreck the World and although he could not support the location of a second ship he had said he would raise the matter with the Forum. RS indicated that the fishing industry would probably have some issues with this proposal and BC raised concerns about any wreck in the Bay that could cause a hazard to navigation or impede the Bay's anchorage areas.</p> <p>The Forum were also advised about a recent consultation meeting relating to Artificial Reef proposal. PL indicated that there had been significant objection from local fishermen.</p>	<b>KM</b>
<b>9.</b>	<b>Maritime Events-2013</b>	
	PL reported to the Forum that any maritime event due to take place within Tor Bay needed to have permission from the Harbour Authority. To this end all organisers need to submit their applications for events in 2013 as soon as possible.	<b>ALL</b>
<b>10.</b>	<b>Harbour Budget and Harbour charges 2013/14</b>	
	PL informed the Forum that the Harbour Committee would be recommended to approve a general increase in harbour charges of 2.8%, with the exception of a few specific charges that will be outlined in the full budget report. Also, it would be recommended that the cash dividend to the Council be increased to 6% of income in 2013/14 (circa £140,000). The Forum raised a number of concerns about whether the growing cash dividend was sustainable.	

<b>11.</b>	<b>Harbour Committee - upcoming Agenda</b>	
	PL informed the Forum of the items on the agenda for the next Harbour Committee meeting on 17 <sup>th</sup> December 2012 at the Town Hall in Torquay. Items on the agenda were to include the appointment of the new External Advisor, the Harbour Budget and Charges for 2013/14 and also the consideration of the Annual Compliance Audit of the Port Marine Safety Code.	

<b>Next Meeting</b>	6 <sup>th</sup> March 2013	10.30am
<b>Venue</b>	Brixham Harbour Office	
<b>Future meetings</b>	29 <sup>th</sup> May 2013	10.30am (TBC)
<b>Dates of Harbour Committee Meetings</b>	17 <sup>th</sup> December 2012	5.30pm (Torquay)
	18 <sup>th</sup> March 2013	5.30pm (Brixham)
	June 2013	5.30pm (Torquay)