

## **Minutes of the Harbour Committee**

**21 September 2020**

**-: Present :-**

Councillor Amil (Chairwoman)

Councillors Barrand, Bye, Carter, Dudley, O'Dwyer, Ellery and Mills

External Advisors: Mr Ellis, Mr Stewart and Mr Young

(Also in attendance: Councillor Darren Cowell, Councillor Robert Loxton and Councillor Mike Morey)

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### **85. Apologies**

It was reported that the membership of the Committee had been reduced and that Councillor Dart was no longer a member of the Committee.

### **86. Appointment of External Harbour Advisor**

The Committee was advised that following an application and interview process, the Harbour Appointments Sub-Committee was pleased to recommend the appointment of Barry Young as an External Advisor to the Harbour Committee.

Resolved:

That Barry Young be appointed as an External Harbour Advisor to the Harbour Committee for a period of four years until September 2024 (unanimous).

### **87. Tor Bay Harbour Business Plan 2020-21**

Members considered a report on the Tor Bay Harbour Business Plan for 2020/21. The Tor Bay Harbour Master informed Members that the business plan was based upon the approved budget and was due to be presented to the Committee in March when the meeting was cancelled due to Covid-19 and therefore reflected the position as at March. Members raised a number of concerns with the Business Plan, particularly, in respect of the changes to the budget and issues impacted by Covid-19.

Resolved:

- (i) that the Harbour Business Plan set out in Appendix 1 to the submitted report be noted; and

- (ii) that the Tor Bay Harbour Master, in consultation with the Chairman of the Harbour Committee, be requested to review the Business Plan in light of the comments made at the meeting (unanimous).

**88. Review of the Tor Bay Harbour Authority Asset Management Plan**

Members considered and noted a report which set out the Tor Bay Harbour Authority Asset Management Plan. Members were informed that the Asset Management Plan was the means by which the Harbour Committee met its obligations to provide strategic direction for those assets within the harbour estate.

**89. Tor Bay Harbour: Operational Moorings and Facilities Policy**

The Committee considered and noted a report which set out minor changes to the Operational Moorings and Facilities Policy. The Harbour Master informed Members that the policy ensured a consistent, fair and equitable approach was applied to new, existing and potential facility users.

**90. Tor Bay Harbour Arts Policy**

Members considered the submitted report on a proposed policy to manage art installations around the harbour estate.

Resolved:

That the Harbour Arts Policy and application form set out at Appendices 1 and 2 to the submitted report be approved (unanimous).

**91. Tor Bay Harbour Authority Revenue Outturn 2019/20**

Members noted a report that provided details of the Tor Bay Harbour Authority final expenditure and income figures against budget targets for 2019/20. A number of concerns were raised in respect of some of the budget lines, particularly in respect of the gain share and funding being moved to the Corporate Centre.

The Harbour Committee noted the final outturn as reported at Appendix 1 to the submitted report and the Harbour Master's use of delegated powers to waive certain harbour charges during 2019/20 which amounted to £5,574.74.

Members noted that the Chairman had agreed to ensure that a Harbour Budget Working Party was arranged to explore the issues raised at the meeting further.

**92. Tor Bay Harbour Budget Monitoring 2020-21**

The Harbour Committee noted a report that provided an update on income and expenditure projections in 2020/21. The report identified the overall budgetary position for Tor Bay Harbour Authority as at the end of August 2020 to enable appropriate action to contain expenditure and maintain reserves at sufficient levels.

In particular, Members noted:

- (i) the amended outturn projections and adjustments to the Reserve Funds (Appendix 1 to the submitted report);
- (ii) that harbour reserves are projected to be depleted to £0 in 2021;
- (iii) the Head of Torbay Harbour Authority's use of delegated powers to make decisions in relation to the harbour budget;
- (iv) the Harbour Master's use of delegated powers to waive certain harbour charges which to date amounts to £11,449; and
- (v) that the loan made in November 2014 of £86,000 from Harbour Committee reserves to another Council department remains outstanding.

The Committee expressed concern in respect of the large increases in external support costs, the gain share not being followed, the costs transferred to the Corporate Centre and that the loan to other Council departments had not been repaid, which had significantly impacted on the Harbour's ability to predict a balanced budget and had resulted in an anticipated deficit budget for the current financial year.

Members noted that the Tor Bay Harbour Master and Director of Place would be exploring how much funding would be required in year to ensure that the Harbour account breaks even, ensures sufficient funding to enable health and safety obligations to be met and improve and expand the harbour estate to maximise income opportunities and that the Deputy Leader of the Council and Cabinet Member for Finance had given his assurance that the Cabinet were aware of the issues and would be working with officers to find a suitable way forward.

Members requested that the Harbour Budget Working Party be convened as soon as possible to consider the in-year budget position and to develop the proposals for 2021/2022.

### **93. Port Marine Safety Code and Health & Safety Matters**

Members noted the report that set out the accident/incidents recorded across Tor Bay Harbour and harbour estate. There had been three incidents of note in connection with the Port Marine Safety Code and actions had been implemented as a result of these incidents. There were eight reportable minor health and safety incidents, all of which had been addressed.

The Committee noted that the Council had invested in new health and safety software SHE Assure, which would support the effective monitoring of health and safety across the whole of the Council and the implementation of new asset management software for the harbour estate and the additional short term time

required by Harbour Staff to transfer the data and receive appropriate training to ensure that they were fully utilised.

At the end of the meeting the Chairman announced that she would be looking to set dates with the Tor Bay Harbour Master for the Harbour Liaison meetings to ensure that they could continue to engage with users prior to formal meetings of the Committee.

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Chairman