

Harbour Committee Work Programme – 2013/2014

Meeting	Standing items to be considered	Type of Report
June	<ul style="list-style-type: none"> ▪ To elect a Chairman for the Municipal Year ▪ To appoint of Vice Chairman for the Municipal Year ▪ To review/note the Harbour Committee's Terms of Reference as per the Council's Constitution ▪ To appoint a Harbour Appointments Sub-Committee ▪ To appoint a Harbour Asset Review Working Party ▪ To appoint a Harbour Budget Review Working Party ▪ To appoint a Pilotage Review Working Party ▪ To consider the Budget Outturn for previous financial year ▪ To note the minutes of Torquay/Paignton and Brixham Harbour Liaison Forums ▪ To consider the quarterly Budget Monitoring Report ▪ To monitor the Performance of the Harbour & Marine Services Business Unit (SPAR.Net) ▪ To approve an Audit Plan for the Tor Bay Harbour Authority Business Unit ▪ To approve the Tor Bay Harbour Enforcement and Prosecution Policy (biennial - 2014) ▪ To note the accounts of the Arts & Crafts Market located on the Old Fish Market, Brixham ▪ To approve the Tor Bay Harbour – Port Masterplan ▪ To consider the Brixham Harbour Northern Arm Business Plan 	Decision Decision To note Decision Decision Decision Decision To note To note To note To note Decision Decision To note Decision Decision
September	<ul style="list-style-type: none"> ▪ To review the Harbour Committee's Appointment of External Advisors (Appointments Sub-Committee) ▪ To note the minutes of Torquay/Paignton and Brixham Harbour Liaison Forums ▪ To review the Harbour Authority Business Risk Register ▪ To receive recommendations from the Harbour Asset Review Working Party ▪ To consider the quarterly Budget Monitoring Report ▪ To monitor the Performance of the Harbour & Marine Services Business Unit (SPAR.Net) ▪ To approve the Tor Bay Harbour Marine Environmental Policy (biennial - 2014) ▪ To approve a Review of the Tor Bay Harbour Pilotage Directions (biennial - 2013) 	Decision To note Decision Decision To note To note Decision Decision
December	<ul style="list-style-type: none"> ▪ To consider the Harbour and Marine Services Budget and Setting of Harbour Charges ▪ To consider the Annual Compliance Audit of the Port Marine Safety Code ▪ To note the minutes of Torquay/Paignton and Brixham Harbour Liaison Forums ▪ To consider the quarterly Budget Monitoring Report ▪ To consider the results of the Annual Harbour Users Survey ▪ To monitor the Performance of the Harbour & Marine Services Business Unit (SPAR.Net) ▪ Review of the powers conferred by national legislation and the appropriateness of local regulation (5 yrs – 2015) ▪ To approve the Tor Bay Harbour policy statement for Local Port Services (LPS) (biennial - 2014) 	Decision Decision To note To note To note To note To note Decision
March	<ul style="list-style-type: none"> ▪ To review the delegated powers of the Executive Head of Tor Bay Harbour Authority ▪ To agree the Tor Bay Harbour Authority Business Plan ▪ To review the Operational Moorings Policy ▪ To note the minutes of Torquay/Paignton and Brixham Harbour Liaison Forums ▪ To consider the quarterly Budget Monitoring Report ▪ To agree the Harbour Committee Work Programme ▪ To monitor the Performance of the Harbour & Marine Services Business Unit (SPAR.Net) ▪ To review and approve the Tor Bay Harbour Asset Management Plan 	Decision Decision Decision To note To note Decision To note Decision

NB Reports on specific matters requiring a decision or to note will be added to this programme as and when required.
 Meeting venues are to be rotated between Brixham, Paignton and Torquay.