

**Meeting Title**

**Torquay & Paignton Harbour Liaison Forum**

**Venue**

Torquay Harbour Office

**Date**

3<sup>rd</sup> June 2014 at 10:30

**Present**

Capt K Mowat (KM) Mr S Pinder (SP) Mr T Ekers (TE) Mr M Stewart (MS)	Mr J Bond (JB) Mr M Ellis (ME) Cllr N Amil (NA) Mr A Rayner (AR)	Cllr Roger Stringer (RS) Mr C Baker (CB) Mr D Buckpitt (DB) Lorraine Stewart (LS)
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1. Apologies
2. Welcome - Lorraine Stewart
3. Minutes of the last meeting
4. Matters arising from the last minutes
  - a) Marine Conservation Zone – SeaTorbay Codes of Conduct
  - b) Parking Enforcement
  - c) Paignton Harbour Development – proposal
  - d) Storm Damage
  - e) Tor Bay Harbour Business Plan 2014/15 - approved
  - f) Tor Bay Harbour Moorings Policy - Waiting List Deposits
  - g) Torquay Heritage Boat Attraction
5. Capital Works
  - a) Haldon Pier – update
  - b) Princess Pier - update
  - c) Torquay inner harbour pontoon berths – update
6. Budget Outturn 2013/2014
7. Budget Savings 2015/2016
8. Maritime Events 2014
9. Paignton Harbour Event 2015
10. Torquay Harbour Entrance Buoys
11. Harbour Committee
  - a) Upcoming agenda

Date of the next meeting                      2<sup>nd</sup> September 2014                      10.30 am

<b>1.</b>	<b>Apologies for Absence</b>	<b>Action</b>
	Apologies were received from Cllr J Richards, Cllr J Faulkner, Michael Ould and Claire Rugg.	
<b>2.</b>	<b>Welcome – Lorraine Stewart</b>	<b>Action</b>
	KM welcomed Lorraine Stewart to her role as Administration Assistant at Torquay Harbour and advised the Forum that LS would be compiling the minutes.	
<b>3.</b>	<b>Minutes of the last meeting</b>	<b>Action</b>
	It was agreed that the minutes of the last meeting on the 4 <sup>th</sup> March 2014, were a true and accurate record of that meeting.	
<b>4.</b>	<b>Matters Arising</b>	<b>Action</b>
<b>a)</b>	<b>Marine Conservation Zones – SeaTorbay Codes of Conduct</b> KM reported that SeaTorbay, alongside other partners including the harbour authority, have started to draw up a series of Codes of Conduct, relating to important conservation issues. There have been six Codes produced so far and these are due to be published soon. They will be available to view on the Tor Bay Harbour web site.	
<b>b)</b>	<b>Parking Enforcement</b> The new regime was in force at Paignton Harbour. SP advised that he had been around the harbour and looked for any duplicate signs. SP advised that subsequently 5 signs have been removed in total. KM reminded the Forum that only harbour staff would undertake the enforcement. SP will talk to people first before a fixed penalty notice is issued. KM mentioned the Paignton harbour users long running idea to introduce annual car park tickets that are affordable to harbour users and residents. NA agreed and advised that she will be working with the Mayor on this matter.	
<b>c)</b>	<b>Paignton Harbour Development – proposal</b> KM advised that the proposals are still being prepared for the Harbour Light building potential development and there will be further consultation with tenants after the June Harbour Committee meeting. He also advised that there might be a problem with the use of the ground floor to serve food and alcohol, due to potential flood risks. Ultimately, any decision to redevelop the building would be made by the full Council following a recommendation from the Harbour Committee. TE advised that at a site meeting, there had been a few complaints received from some tenants but he felt that if the Harbour Authority, Torbay Council and all harbour users work together then progress could be possible. KM mentioned that he had become aware that the new Masterplan for the Paignton Town Centre had included the harbour area. He expressed surprise because the Harbour Authority had only recently completed the Port Masterplan for Tor Bay Harbour. AR advised that the BID's (Business Improvement District) term was running out and that Paignton harbour may be included in the new BID area. KM agreed that this would be a good idea. KM also mentioned that there might be Bay wide Tourism BID introduced but he did not know if this would include Tor Bay Harbour. RS and NA both confirmed that there is a Tourism BID being supported in addition to the Town Centre BIDs and businesses can be included in both but would not have to pay twice.	
<b>d)</b>	<b>Storm Damage</b> KM reported that most of the repairs had been carried out. He said that most of the	

	<p>losses were eligible for some kind of funding e.g. Bellwin, Environment Agency or corporate insurance funds. KM also advised that he was submitting bids to a Department for Transport Smalls Ports Recovery Scheme.</p> <p>CB asked if the storm damage on Princess Pier had been inspected where the 'Mary Anne' is moored. KM confirmed that this had happened and the damage would be the subject of a bid for funding to infill the steps on seaward side with concrete. He also stated that a full report on the condition of Princess Pier and Haldon Pier would be presented to the Harbour Committee. He explained that £800,000 of existing funding remained for Haldon Pier. A bid had also been submitted to the Local Enterprise Partnership for £4.5m for both Piers. Funds also existed within the harbour reserve fund for small-scale emergency repairs.</p> <p><b>e) Tor Bay Harbour Business Plan 2014/15 - approved</b> KM informed the Forum that the Plan was approved by the Harbour Committee in March and was now available to view on the Tor Bay Harbour website.</p> <p><b>f) Tor Bay Harbour Moorings Policy - Waiting Lists Deposits</b> KM reported to the Forum that although the Harbour Committee had approved a revised Policy in March, he was proposing a change in the way that the waiting list deposits are reimbursed back to the customer. He suggested that instead of applying the deposit as a credit against the first year of harbour charges, the Policy is amended to state that the waiting list deposit becomes a fee that is not refundable and will not be counted as a credit. After a brief discussion, the Forum supported this proposal.</p> <p><b>g) Torquay Heritage Boat Attraction</b> KM advised that a collection of Military Heritage boats were now berthed together in the Inner Harbour at Torquay. He explained that the South Pier space would continue to generate the same level of income. One more boat was due to arrive for refurbishment in the winter.</p>	
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5.	Capital Works	Action
a)	<p><b>Haldon Pier – update</b> KM advised that £800,000 of funding remained for underwater work to be undertaken during the winter season. If additional funding is received then the scope of works can be increased.</p> <p>CB asked if the harbour authority had applied to the MMO for funding to resurface the Old Fish Quay. KM said that he hoped the new Marina Car Park development might contribute towards this need. However, KM did indicate that MMO funds might be used to reconfigure the shelter on Haldon Pier to accommodate a fishermen's store. He stated that Haldon Pier and Princess Pier would remain the top priority.</p>	
b)	<p><b>Princess Pier – update</b> The Forum was advised that a request for internal capital funding had not been successful for Princess Pier but external applications continued. A bid to the Environment Agency was being progressed and a large bid had been submitted to the Local Enterprise Partnership. A smaller bid was to be made to the DfT to cover some of the storm damage.</p>	

c)	<p><b>Torquay Inner Harbour Pontoon Berths – update</b></p> <p>KM confirmed that all the pontoon berths within the Inner Harbour had been sold and that a waiting list was starting to build. The Contractor was due to be finished on Friday 6<sup>th</sup> June. This meant that the project was approximately 8 weeks late. The original budget was to be approximately £800,000 but the expected final figure would be slightly over £900,000. However, KM pointed out that the business plan was working well because of the 100% occupancy level. KM advised that he was pleased with the quality of the work carried out and feedback from harbour users and others in the community had been very positive. He indicated that the original level of borrowing would remain at £800k with the balance coming from the harbour reserve fund.</p>	
6.	<p><b>Budget Outturn 2013/2014</b></p> <p>KM advised that the Harbour Authority business unit was going to be affected by budget cuts again this year and in 2015/16. He advised that the 2013/14 forecast deficit for the Torquay/Paignton harbour account of £19,000 had been converted into a £48,000 surplus, mainly because of savings made on the maintenance budget. The reserve fund contained £660,000 for project work going forward.</p>	
7.	<p><b>Budget Savings 2015/2016</b></p> <p>KM advised that Torbay Council continue to have to make budget cuts and the harbour authority was being asked to help. Up until 2012, the harbour authority had not been required to make any budget cuts but in 2012 this changed and a contribution of 2.5% of income was made to the Council's general fund. It is now 6% of income plus an asset rental fee, along with the liability for some public toilets. KM indicated that in 2015/2016 a request has been made for a further £160,000. RS advised that he was currently fighting to have this reduced to £100,000. KM ran through the details of how £160,000 could be saved/generated. ME asked when income would start to be received from the fuel station and KM confirmed that the strategy underway was to take back the fuel station from current tenant and the end of their lease term. The Forum debated the issue of budget cuts and raised a number of concerns. It was stressed that the level of contribution beyond 2015/16 could not be safely maintained as it represented 20% of turnover, approximately £500k.</p>	
8.	<p><b>Maritime Events 2014</b></p> <p>KM confirmed that there is a full schedule of Events during 2014. D-Day events would be taking place this weekend including the Sail Past event. KM advised that SP was now responsible for keeping the Events Schedule up to date. The Forum was asked for any updates and ME said he would check the RTYC list. AR said that the PSC events were as per the list. KM confirmed that he would reissue the Events Schedule via an email distribution list. MS asked if the Events Schedule could be sent to the Harbour Committee to show everyone what is happening.</p>	<p><b>Action</b></p> <p>KM</p>

<b>9.</b>	<b>Paignton Harbour Event 2015</b>	<b>Action</b>
	<p>SP advised that he is in discussions with the Paignton Harbour Users Group (PHUG) regarding an event in Paignton which will have a crab theme and include stalls/entertainment and displays. He advised that it would be more likely take place in 2015 as many people have expressed interest. SP is seeking input from harbour users and residents. The PHUG thought that such an event would promote the Harbour and its facilities. KM agreed that this was a good idea and he said that if East Quay was to be used then the Sailing Club needed to be included. TE said that the PHUG had also been discussing the idea of a boat jumble sale at the Harbour or in the middle level of the car park. TE suggested that established organisers would do most of the organisation and profits would be shared with the PHUG and RNLI. KM agreed that this was another good idea that he would be keen to support. NA said that it was important to ensure that the events did not clash dates with other events being held in the local areas. TE said that he wanted to promote Paignton harbours crabbing history.</p>	<p>SP</p> <p>PHUG</p>

<b>10.</b>	<b>Torquay Harbour Entrance Buoys</b>	<b>Action</b>
	<p>KM advised that there had been a change to the entrance buoys at Torquay harbour. CB recommended that a light be used on the intermediate buoy so that it was not hit by vessels at night. KM asked for any views on this experimental layout to be saved until the end of the season when a full discussion and proper reflection could be had. CB asked if dinghies are insured in case they collide with a passenger vessel. KM advised all vessels were required to be insured as a condition of using the harbour.</p> <p>CB also reported that a sailing boat cut across him and KM asked if he had reported the incident. KM asked that all incidents and near misses be reported to the Harbour Office so that any remedial action can be taken. Incidents involving dinghies would be reported to the Yacht Club. ME confirmed that the Club should be made aware of such incidents. TE asked if the words "5 knots" could be added to the first entrance buoy and KM said he would investigate the matter.</p>	<p>KM</p>

<b>11.</b>	<b>Harbour Committee</b>	<b>Action</b>
	<p><b>Upcoming agenda</b></p> <p>KM informed the Forum of the items on the agenda for the next Harbour Committee meeting on 23<sup>rd</sup> June 2014 at the Town Hall in Torquay at 5.30pm.</p>	

<b>Next Meeting</b>	2 <sup>nd</sup> September 2014	10.30 am
<b>Venue</b>	Torquay Harbour Office	
<b>Future meetings</b>	1 <sup>st</sup> December 2014	10.30 am
	10 <sup>th</sup> March 2015	10.30 am
<b>Dates of Harbour Committee Meetings</b>	23 <sup>rd</sup> June 2014	5.30 pm (Torquay)
	22 <sup>nd</sup> September 2014	5.30 pm (Brixham)
	15 <sup>th</sup> December 2014	5.30 pm (Torquay)
	23 <sup>rd</sup> March 2015	5.30 pm (Brixham)