

Meeting Title

Torquay & Paignton Harbour Liaison Forum

Venue

Torquay Harbour Office

Date

1st December 2014 at 10:30

Present

Capt K Mowat (KM) Mr S Pinder (SP) Mr T Ekers (TE) Mr M Stewart (MS) Mr K Lane (KL)	Mr J Bond (JB) Mr M Ellis (ME) Cllr N Amil (NA) Mr C Baker (CB) Mrs K Lane	Cllr J Faulkner (JF) Ms C Rugg (CR) Mr D Buckpitt (DB) Mr M Smith (MSm) Cllr R Stringer (RS)
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1. Apologies
2. Minutes of Last Meeting – 2nd September 2014
3. Matters arising from the Last Meeting
 - a) Paignton Harbour Development Proposal – Agenda Item
 - b) Storm Damage - update
 - c) Waiting List Joining Fee – letter to customers
 - d) Paignton Harbour Event 2015 - update
 - e) Torquay Harbour Entrance Buoys – update
 - f) Tor Bay Harbour Marine Environmental Policy Statement - approved
 - g) Review of Tor Bay Harbour Pilotage Directions – update
 - h) Tor Bay Harbour Authority Business Risk Register – approved
 - i) Extension of Harbour Estate at Princess Pier – delegated decision
 - j) Local Sustainable Transport Fund (LSTF) Cycle Routes - update
4. Capital Works
 - a) Haldon Pier – update
 - b) Princess Pier - update
5. Harbour Budget & Harbour Charges 2015/16
6. New Harbour Management System
7. Brixham Express (New Ferry Link)
8. Maritime Events 2015
9. Port Marine Safety Code Audit
10. Paignton Harbour Development Proposal
11. Harbour Committee
 - a) Upcoming Agenda
12. Date of Next Meeting 10th March 2015 10.30 am

1.	Apologies for Absence	Action
	Apologies were received from Marshall Ritchie & Helen Meacock	
2.	Minutes of the last meeting	Action
	It was agreed that the minutes of the last meeting on the 2 nd September 2014, were a true and accurate record of that meeting.	
3.	Matters Arising from Last Meeting	Action
a)	Paignton Harbour Development Proposal – Agenda Item KM advised that all tenants from the Harbour Light restaurant building and other stakeholders from Paignton harbour and the Town Centre would be invited to a meeting on 15 th December at Paignton Sailing Club, at 1000, to discuss options for development at the harbour. It would be a chance to share views and ideas so that the Harbour Asset Review Working Party can consider them.	All to note
b)	Storm Damage - update KM advised the Forum that £40,000 had been spent at Paignton harbour on the East Quay following storm damage and this work was now complete. In Torquay harbour, the works on Princess Pier were underway. This work is being funded by the Government and should be finished by the end of December. It was discussed that the old Western Lady jetty was starting to fall apart and it was agreed that signage should be put in place to advise the public.	KM
c)	Waiting List Joining Fee – Letter to customers KM reported that letters had been sent out to all customers on the waiting list advising them of the change in policy. Consequently about 15 names have now been removed from both the Inner Harbour and Town Dock waiting lists and deposits refunded. The Town Dock list is still closed and the Inner Harbour list is continuing to grow. Waiting lists at Paignton are few.	
d)	Paignton Harbour Event 2015 - update SP advised that some local businesses are interested in sponsoring the event to include a marquee etc. When the budget is known for the next financial year then the event can be finalised. It will be held during the same week as Paignton Regatta on 15 th August 2015.	
e)	Torquay Harbour Entrance Buoys – update KM advised the Forum that this matter was discussed at the Torquay Harbour Users Group meeting and a few suggestions were made. KM advised that he would be looking at the suggestions between now and March. KM asked if anyone has any ideas to submit them to him as a drawing. KL asked if the buoy would be kept in line of sight from the Harbour office as he thought this would be a good idea. KM said that he might consider an option to have the fairway drawn on the Admiralty chart.	KM
f)	Tor Bay Harbour Marine Environmental Policy Statement - approved KM advised that this revised Policy Statement had been approved at the last Harbour Committee meeting.	
g)	Review of Tor Bay Harbour Pilotage Directions – update KM advised that the revised Pilotage Directions had been approved for formal consultation at the last Harbour Committee meeting. The consultation had not started.	KM

3.	Matters Arising from Last Meeting - continued	Action
h)	<p>Tor Bay Harbour Authority Business Risk Register – approved KM advised that the Risk Register had been approved at the last Harbour Committee meeting.</p>	All to note
i)	<p>Extension of Harbour Estate at Princess Pier – delegated decision The area at the entrance to Princess Pier would now form part of the Harbour Estate and will be managed by Harbour Bye Laws.</p>	
j)	<p>Local Sustainable Transport Fund (LSTF) Cycle Routes – update The Harbour Committee had supported the Cycle route along South Pier and across the harbour bridge as being permissive and subject to cyclists having to dismount. Blue signs had been put in place. CB commented that he felt these signs were too high. KM advised that the cycle route through Paignton harbour estate had not been supported due to the dangerous actions of some cyclists.</p>	

4.	Capital Works	Action
a)	<p>Haldon Pier – update KM advised that further work was required but only a small repair budget remained. A recent press release had highlighted the need for another £4.6m to complete the necessary works to both Piers. The Harbour Committee had made a firm recommendation to the Council regarding this matter.</p>	
b)	<p>Princess Pier – update KM advised that work is currently being carried out to repair storm damage sustained on Princess Pier. He further advised that future bids would be made to various sources in order to secure more funding for the remaining work to be carried out. KM also said that some of the wooden decking needed urgent attention.</p>	

5.	Harbour Budget & Harbour Charges 2015/16	Action
	<p>KM informed the Forum that he had met with the Paignton Harbour Users Group and the Torquay Harbour Users Group. He had suggested a 2.5% increase in charges in line with inflation. Some feedback from users suggested the use of the CPI figure rather than RPI as a measure of inflation. At the Budget Review Working Party meeting, it was decided that the April CPI figure would be used and this was rounded up to nearest half % so the recommended increase would now be 2%.</p> <p>KM highlighted some of the changes that are to be proposed :-</p> <ul style="list-style-type: none"> • Changes to the definition of a Fishing Vessel. Currently fishermen are expected to land more than £5,000 in value of catch to receive a rate of harbour dues much lower than other craft. This is currently not happening with all fishermen so the proposed change is to increase the figure to £10,000. CB said he understood why this change was being proposed. • The phased increase in charges for existing Inner Harbour customers will cease. • The Beach Patrol service will not operate next season due to budget saving measures. This will now be a response service with the boat berthed on a 'versa dock' and operated by existing harbour staff. KL asked if KM is planning to employ more seasonal staff. KM advised that he might consider employing one more at Torquay. KM advised that this change might result in more 'PANPAN' and 'Mayday' calls being a focus for Passenger Boats. 	

6.	New Harbour Management System	Action
	<p>KM advised that the harbour invoicing system would in future be using Torbay Council's in-house financial system. This new system will give the option to pay invoices by instalments, online or by direct debit. KM advised there would be a 2.5% charge for the instalment option. There will also be a proposed £2.50 charge if paying by credit card.</p>	
7.	Brixham Express (New Ferry Link)	Action
	<p>The new Brixham Express ferry service was launched on Sunday 23rd November. Currently the service is using the 'Pride of Exmouth' until the new vessel arrives. KM advised that the ferry picks up on the hour at Brixham and on the half hour at Torquay. A new travel card scheme will be available linked with Stagecoach and a new bus service now picks up from South Pier running to the Willows via Torbay Hospital.</p> <p>TE asked what would happen when a Cruise Ship calls in the Bay. KM confirmed that the ferry service would be relocated on those days. KM will discuss this issue at the next Port Security Meeting. TE also asked about mooring bollards on the passenger pontoons. KM advised that he is waiting for the pontoon to be formally handed over so that he can take the necessary action. KL asked about additional fendering. KM advised that he would put more fendering on both pontoons but the problem was funding. KL confirmed that he could provide some rubber fendering to be put on the corners of the pontoons.</p>	KM & KL
8.	Maritime Events 2015	Action
	<p>KM asked the Forum to make sure that all events for 2015 are notified to the harbour authority. The list will be available on the website within the next few weeks. KM advised everyone that Torquay harbour had been successful in securing La Solitaire De Figaro Race in June 2015. SP confirmed that the busiest events day so far was 22nd August 2015. However, there were no major clashes or events that had been denied. KM advised that an events list for 2016 has been created due to 8 potential cruise ship visits being identified already and this was available for the Royal Torbay Yacht Club to examine and note.</p>	RTYC
9.	Port Marine Safety Code Audit	Action
	<p>The Port Marine Safety Code independent audit was carried out in November. The Safety Management System was reviewed and the recommendations given have been put forward to the Harbour Committee. Standard Safe Operating Procedures are being created. A new Risk Assessment software system (MarNIS) is being used and a revised database of accidents & incidents has been created. The report will be available to the public by the end of this week.</p>	
10.	Paignton Harbour Development Proposal - update	Action
	<p>This item was covered in Matters Arising - item 3 (a)</p>	
11.	Harbour Committee – Upcoming Agenda	Action
	<p>KM informed the Forum of the items on the agenda for the next Harbour Committee meeting on 15th December 2014 at the Torquay Town Hall at 5.30pm.</p>	

Next Meeting
Venue
Future meetings

10 th March 2015	10.30 am
Torquay Harbour Office	
2 nd June 2015	10.30 am (provisional)

Dates of Harbour
Committee
Meetings

15 th December 2014	5.30 pm (Torquay)
23 rd March 2015	5.30 pm (Brixham)
22 nd June 2015	5.30 pm (Torquay) (provisional)