

Meeting Title

Torquay & Paignton Harbour Liaison Forum

Venue

Torquay Harbour Office

Date

6th March 2015 at 2.00 pm

Present

Capt K Mowat (KM)	Mr J Bond (JB)	Ms C Rugg (CR)
Mr T Ekers (TE)	Mr M Ellis (ME)	Mr D Buckpitt (DB)
Mr M Stewart (MS)	Cllr N Amil (NA)	Mr A Rayner (AR)
Mr M Ould (MO)	Mayor G Oliver (GO)	
Mr P Lloyd (PL)	Ms L Stewart (LS)	

1. Apologies - Marshall Ritchie
 2. Minutes of Last Meeting – 1st December 2014
 3. Matters arising from the Last Meeting
 - a) Western Lady Jetty signage
 - b) Torquay Harbour Entrance Buoys – update
 - c) Review of Tor Bay Harbour Pilotage Directions – update
 - d) Passenger Pontoon fendering – update
 - e) 2016 Cruise Ship visits & RTYC – update
 - f) Harbour Budget & Harbour Charges 2015/16 - approved
 - g) Brixham Express (New Ferry link) – update
 - h) Port Marine Safety Code Audit/Compliance – statement
 - i) Paignton Harbour Development Proposal – Agenda Item
 4. Capital Works
 - a) Haldon Pier – update
 - b) Princess Pier - update
 5. New Harbour Management System
 6. Tor Bay Harbour Business Plan 2015/16
 7. Changes to the Tor Bay Harbour Moorings Policy
 8. Tor Bay Harbour Asset Management Plan 2015/16
 9. Maritime Events 2015
 10. Scallop Farm Proposal
 11. Paignton Harbour Development Proposal – update
 12. Quarterly Accident & Incident Data
 13. Harbour Committee – Upcoming Agenda
- Date of the next meeting – 2nd June 2015 at 10:30

1.	Apologies for Absence	Action
	Apologies were received from Marshall Ritchie.	
2.	Minutes of the last meeting	Action
	It was agreed that the minutes of the last meeting on the 1 st December 2014, were a true and accurate record of that meeting.	
3.	Matters Arising from Last Meeting	Action
a)	Western Lady Jetty signage It was discussed at the last meeting that more signs were required to advise the public of the dangers of climbing etc. KM said that this matter was in hand.	KM
b)	Torquay Harbour Entrance Buoys – update KM circulated a drawing showing locations for the entrance buoys as previously discussed. It was agreed that the starboard hand buoy should be moved further seaward but remain visible from the Harbour Office. KM advised that a new port hand buoy would be given a trial this season and that it would include a light.	KM
c)	Review of Tor Bay Harbour Pilotage Directions – update KM advised that he had started to receive feedback from the consultees and so far, there had been no objections. The deadline for return is the end of March 2015.	
d)	Passenger Pontoon fendering – update KM advised that a local passenger boat operator had indicated that they could source some ‘D’ fendering. KM to chase.	KM
e)	2016 Cruise Ship Visits & RTYC – update KM produced an up to date list of ship visits for 2016 to remind the RTYC to be used for their event organising for 2016.	RTYC
f)	Harbour Budget & Harbour Charges 2015/16 - approved These were approved at the Harbour Committee in December 2014. The new charges have now been applied and the annual invoices sent out.	
g)	Brixham Express (new Ferry link) – update KM advised that the service would not be running over the next few days as the crew were undertaking training. The MCA inspection of the new vessel has had to be postponed and is now likely to happen nearer the end of the month. KM advised that passenger shelters are to be provided along with real time information, located adjacent to the boarding pontoons. Additional marketing activity is expected once the new vessel has arrived. DB asked what would happen to regular commuters on the days that the ferry does not run ? KM said that the No.12 bus was the alternative option. GO pointed out that the ferry project was not a specific initiative of his but rather a long held aspiration of an established transport strategy for the Bay. There are penalties, in the contract, when the service does not operate for a certain number of days.	KM
h)	Port Marine Safety Code Audit/Compliance – Statement KM advised that every 3 years the Harbour Authority is required to make a statement to the MCA to confirm compliance with the Port Marine Safety Code. KM asked if anyone believed that Tor Bay Harbour Authority was not complying with the Code ?. No comments were received and KM said he would arrange for Councillor Nicole Amil, the Harbour Committee Chair, to send the statement.	KM & NA

3.	Matters Arising from Last Meeting cont....	Action
i)	Paignton Harbour Development Proposal A meeting with various stakeholders was held in December 2014. Notes and comments were recorded and have been sent out to all that attended, asking for any further feedback. The Chair will provide a verbal update to the Harbour Committee on 23 rd March. It is then anticipated that a report will be taken back to the Harbour Committee in June for further discussion and possibly a recommendation.	
j)	Other matters arising DB asked about the position regarding any significant outstanding Harbour debts. KM advised that there was one invoice outstanding for a Boat Booking Board Site but a payment plan had been agreed. In addition, discussions were ongoing with the owners of the Military Boats, which are moored in the Inner Harbour. DB commented about the condition of the vessels and that no work is being carried out on them and they are deteriorating.	
4.	Capital Works	Action
a)	Haldon Pier – update KM advised that existing funding provided by the Environment Agency has been used to secure a contract with Millennium Marine to complete the remaining underwater repairs to both piers. The work will be carried out throughout 2015. KM advised that the Council would continue to seek the funding required to complete the above water work, including re-pointing to both piers and resurfacing Haldon Pier.	
b)	Princess Pier – update KM advised that the Council has released £240k of capital funding to repair a large section of the decking, which is in a bad state of repair. It is anticipated that these repairs will start before the season but will not be too intrusive. KM also advised that a full structural survey was underway on the Old Fish Quay/North Quay. The survey has been 50% funded by the FLIP Interreg project.	
5.	New Harbour Management System	
	KM advised that this was partly discussed under item 3. The system is now in place and all of the annual invoices have been issued. He advised that there may be a few teething problems but a number of benefits are to be gained by using the Council's Debt Management system. For example, there are several ways that customers can now pay including online, direct debit, at the Post Office or using a telephone payment line. JB commented that all his invoices had arrived in separate envelopes. KM apologised for this and said that this was due to the new system not being flexible enough but he would be asking if this could be changed for the next financial year.	
6.	Tor Bay Harbour Business Plan 2015/16	
	KM made the Forum aware of the changes to the Tor Bay Harbour Business Plan for 2015/16. The Plan would be submitted to the Harbour Committee for approval on 23 rd March 2015. There were no specific comments from Forum members and KM agreed to circulate the Plan after the meeting.	KM/LS
7.	Changes to the Tor Bay Harbour Moorings Policy	Action
	KM made the Forum aware of the proposed minor changes to the Tor Bay Harbour Moorings Policy that would be submitted to the Harbour Committee for approval on 23 rd March 2015. There was no opposition or comment from members of the Forum. KM offered to circulate the policy to anyone on request.	KM/LS

8.	Tor Bay Harbour Asset Management Plan	Action
	<p>KM made the Forum aware of the changes to the Tor Bay Harbour Asset Management for 2015/16. The Plan, which provides information on future developments and the performance of harbour assets, would be submitted to the Harbour Committee for approval on 23rd March 2015. Also, the Harbour Asset Review Working Party is recommending the Plan.</p> <p>DB mentioned a problem for some customers with parking at the new Inner Dock. It had been agreed that a 20-minute waiting time would be allowed in the loading bay but people are receiving tickets for a shorter period. KM advised that he was taking this issue up with the Parking Enforcement team and he would be checking the instructions that they have been given. It was further suggested that signage is put up to say berth holders parking only. KM advised that there are a lot of parking regulations to be considered and that this proposal was not as easy as it sounds.</p>	<p>KM</p> <p>KM</p>
9.	Maritime Events 2015	Action
	<p>KM advised that there is a full schedule of events for the year ahead. The biggest event for 2015 will be La Solitaire Du Figaro, which is taking place at Torquay Harbour on 16th ~ 22nd June. As many as 45 boats will be using up all of the visitor pontoons and there will be a race village located on Beacon Quay and the top deck of the car park. KM advised that the RTYC, the Harbour Authority and Torbay Council are all involved in supporting this event. KM asked people to notify himself or let Simon Pinder know if they saw any mistakes in the schedule. JB asked if the Super Weekend Event on 8th ~ 9th August was on the list ? KM advised that he would check to see if this event was going ahead.</p>	<p>All</p> <p>KM/SP</p>
10.	Scallop Farm Proposal	Action
	<p>KM advised that a proposal had been received regarding a Scallop Farm Nursery site in the Bay and he circulated a drawing. The space required is 600 metres x 300 metres. There would be 30 long lines with a gap of 20 metres in between each line. The site, located inside harbour limits at the northern end of the Bay, would be marked for navigational purposes with yellow special mark buoys, fitted with a light. If given the go-ahead, the site would also be clearly marked on navigational charts. KM asked for comments on the proposal. MS said that the location should be further south or further west to avoid any vessels coming into the Bay from the north. ME agreed that the proposed location could be a problem for sailors and leisure boat owners. KM asked for a formal response from those who had a major concern about this matter. GO asked if this will be only site and KM confirmed that he thought that the Bay could not accommodate any more sites. KM indicated that there could be an economic benefit for Torbay with income from rent, fish tolls and workboat harbour dues. KM asked ME to check with race officers at the RTYC to see if the site would cause any problems for the Club. It was agreed that KM would circulate the more detailed Scallop Farm proposal on request.</p>	<p>ME</p> <p>KM</p>
11.	Paignton Harbour Development Proposal - update	Action
	<p>This item was covered in item 3 (i). Following a verbal update to the March meeting of the Harbour Committee a full report will be taken back to the Harbour Committee on 15th June for further discussion and possibly a recommendation.</p>	

12.	Quarterly Accident & Incident Data	Action
	KM advised that since 1 st December 2014 there had been 12 accidents, incidents or near misses. These included smaller vessels listing, flooding or sinking. It also covered minor pollution incidents. Some fatalities from drowning were included in the report but they were not related to harbour activity but the incidents did happen within harbour limits. KM advised that there is an ongoing problem with diesel bloom in Brixham, which causes disruption to Grenville House with their planned activities.	

13.	Harbour Committee – Upcoming Agenda	Action
	KM informed the Forum of the items on the agenda for the next Harbour Committee meeting on 23 rd March 2015 to be held at the Brixham Harbour Training Room, starting at 5.30pm.	All to note

Next Meeting	Torquay Harbour Office	
Venue	2 nd June 2015	10.30 am
Future meetings	8 th September 2015	10.30 am
	7 th December 2015	10.30 am
	8 th March 2016	10.30 am
Dates of Harbour	23 rd March 2015	5.30 pm (Brixham)
Committee	15 th June 2015	5.30 pm (Torquay)
Meetings	21 st September 2015	5.30 pm (Brixham)
	21 st December 2015	5.30 pm (Torquay)
	21 st March 2016	5.30 pm (Brixham)