

<b>Meeting Title</b>	<b>Brixham Harbour Liaison Forum</b>
<b>Venue</b>	Brixham Harbour Office
<b>Date</b>	4 <sup>th</sup> June 2015 at 10.30am

<b>Present</b>	Capt K Mowat (KM)	Cllr N Amil (NA)	Mr D Fowler (DF)
	Mr Dave Bartlett (DB)	Mr D Becconsall (DBe)	Mr B Ekins (BE)
	Miss Karen Annis (KA)	Mr P Davis (PD)	Mike Shaw (MS)
	Nigel Thomas-Childs (NTC)		

<b>Agenda Items</b>	1. Apologies
	2. Welcome
	3. Minutes of the last meeting – 16 <sup>th</sup> March 2015
	4. Matters arising from the last meeting <ul style="list-style-type: none"> <li>a) Town Pontoon water supply - update</li> <li>b) Fire Alarm System - update</li> <li>c) Port Marine Safety Code Compliance Statement</li> <li>d) Diesel/Oil sheens – Agenda Item</li> <li>e) Oxen Cove Proposal – Harbour Committee outcome</li> <li>f) Tor Bay Harbour Business Plan 2015/16 - approved</li> <li>g) Tor Bay Harbour Mooring Policy 2015/16 – updated</li> <li>h) Tor Bay Harbour Asset Management Plan 2015/16 - updated</li> <li>i) Scallop Farm Nursery Site - update</li> <li>j) Harbour Estate Parking - update</li> <li>k) New Gig Club site</li> </ul>
	5. Capital/Maintenance Works
	6. Budget Outturn 2014/15
	7. Maritime Events 2015
	8. Diesel/Oil sheens
	9. Revised Tor Bay Harbour Pilotage Directions – issued 1 <sup>st</sup> June 2015
	10. Quarterly Accident & Incident Data
	11. Harbour Committee – Upcoming Agenda
Date of the next meeting – 10 <sup>th</sup> September 2015 at 10:30	

<b>1.</b>	<b>Apologies for Absence</b>	<b>Action</b>
	Apologies were received from Nick Bye, Lynn Sykes, Jerry Carter, Peter Bartlett and the Mayor.	

2.	<b>Welcome</b>	<b>Action</b>
	KM welcomed everyone to the meeting.	
3.	<b>Minutes of the last meeting</b>	<b>Action</b>
	It was agreed that the minutes of the last meeting on the 16 <sup>th</sup> March 2015, were a true and accurate record of that meeting.	
4.	<b>Matters Arising</b>	<b>Action</b>
a)	<p><b>Town Pontoon - water supply</b> KM informed the Forum that a new break tank and set of pumps had been ordered. Work which is due to commence in July as it was not cost effective to recycle the break tank set recovered from Torquay Harbour.</p> <p><b>b) Fire Alarm System – update</b> DB reported that the fire alarm systems were all connected to one network and maintained by Cannings through our SLA with the TDA. All electronic and magnetic door locks are connected through the system and will default in to the open position on sounding of the alarms.</p> <p><b>c) Port Marine Safety Code Audit/Compliance – statement</b> KM advised that the 3 yearly Compliance Statement had now been sent to the MCA signed by Nicole Amil, Chair of the Harbour Committee.</p> <p><b>d) Diesel/Oil sheens – Agenda Item</b></p> <p><b>e) Oxen Cove Proposal – Harbour Committee outcome</b> KM advised the Forum that both the Harbour Committee and the Harbour Asset Review Working Party had agreed with the recommendations that Oxen Cove should be used as employment space in future and that this is to be recommended to Torbay Council in line with the Port Masterplan.</p> <p><b>f) Tor Bay Harbour Business Plan 2015/16 – approved</b> KM advised that this Plan had now been approved by the Harbour Committee and was available on the harbour website.</p> <p><b>g) Tor Bay Harbour Moorings Policy – updated</b> KM advised that this Policy had now been approved by the Harbour Committee and was available on the harbour website.</p> <p><b>h) Tor Bay Harbour Asset Management Plan for 2015/16 – approved</b> KM advised that the Harbour Committee had now approved this Plan.</p> <p><b>i) Scallop Farm Nursery Site – update</b> KM confirmed that the proposed Scallop Farm Nursery Site would be located inside harbour limits at the northern end of the Bay and would be marked for navigational purposes with yellow special mark buoys, fitted with lights, assuming that the applicant gains consent through the normal MMO licensing process. KM stated that there had been navigational concerns raised by some stakeholders in the recreational sector. The Forum felt that scallop farming made sense as it was helping to deliver a sustainable fishery. DBe &amp; DF reported that juvenile scallops are currently housed in nets on two lines operated by Brixham Sea Farms and that once they reached a certain size the scallops will be released.</p>	

<b>4.</b>	<b>Matters Arising – continued</b>	<b>Action</b>
j)	<p><b>Harbour Estate Parking - update</b></p> <p>KM informed the Forum that a good number of harbour users had applied and paid for parking permits. Once the permits had been received and displayed by the individuals any harbour users not displaying permits will be issued with warnings. Once people had been warned the next phase would be to issue fines for non compliance to ensure that the system was fair to all. TOR2 have been contracted to paint double yellow lines, with a bar through, to prevent parking and waiting at any time, outside of the main harbour entrance gates.</p>	All to note
k)	<p><b>New Gig Club Site</b></p> <p>DB confirmed that the new Gig Club site lease was reaching its final stages of completion and the new agreed location was on the Breakwater hard. It was reported that the Club was grateful for the opportunity to acquire the site and obtain some security of tenure.</p>	

<b>5.</b>	<b>Capital/Maintenance Works</b>	<b>Action</b>
	<p>KM advised the Forum that the drying grids in the inner harbour were in need of major repair work and that the cost would need to come out of capital funding. In order to recoup some of the expenditure on this project the existing charges and the historic charging system would need to be reviewed and possibly changed.</p> <p>Other capital projects include the procurement of a new coded workboat. Also, DB reported that he was working with the Council's Engineers on pricing various maintenance projects around the quay.</p> <p>KM &amp; DB informed the Forum about problems with the drainage sagging underneath the concrete deck on the main site. KM &amp; DB very concerned about this issue and the potential budgetary impact. They are working with the TDA to see if the matter is a design issue and therefore an inherent defect.</p>	KM/DB

<b>6.</b>	<b>Budget Outturn 2014/15</b>	<b>Action</b>
	<p>KM provided a summary of the budget outturn position for 2014/15. The harbour budget was fortunate that the fish tolls income made a late recovery, along with visitor, rental and other income streams.</p> <p>The Forum agreed that it was unsustainable for the Council to keep taking funds from the harbour income as it is eating in to the harbour reserves. The outturn figures will be reported to the Harbour Committee.</p>	

<b>7.</b>	<b>Maritime Events 2015</b>	<b>Action</b>
	<p>KM informed the Forum that the Maritime Events schedule was up to date and so far this year they have passed without any major issues. A full programme of up and coming events is available on the harbour website.</p>	All to note

<b>8.</b>	<b>Diesel/Oil Sheens</b>	<b>Action</b>
	<p>KM informed the Forum that the harbour authority is working closely with Brixham Trawler Agents (BTA) and other agencies regarding the ongoing concern over diesel/oil sheens. KM &amp; DB had earlier met with Nigel Thomas-Childs (NTC) from the Environment Agency. NTC had in effect made an unannounced inspection of the BTA fuelling station. He had walked the site and was able to report back to the Forum that he was very impressed with the operation and management of the site. NTC stated that he felt the Harbour Authority and BTA were doing everything possible to minimise the risk. BTA have adding extra CCTV cameras around the fuel berth and both BTA and the Harbour Authority were sending out literature on the subject of pollution risk, via notices/emails/enclosures to harbour users, etc. He also felt that after looking at the fuel nozzles there would be no benefit to manning the fuel berth, noting that it was only possible for a small amount of diesel to escape out of the nozzle when removing from the vessels and that drainage culverts could also be causing some diesel to enter the harbour. Indeed NTC stated that the sources of pollution could be many fold and the perception of the sheen was often much worse than the actual pollution. The Forum thanked NTC for his impromptu input and suggested that it might be a good idea to undertake some water quality testing from time to time. A report detailing the Environmental Agency Officer's findings is to be sent to KM.</p>	DB & KM
<b>9.</b>	<b>Revised Tor Bay Harbour Pilotage Directions – issued 1<sup>st</sup> June 2015</b>	<b>Action</b>
	<p>KM advised the Forum that the new Pilotage Directions had now been published. Only two comments were received and these came from the Royal Navy and the British Chamber of Shipping. The Directions were published on the harbour website on 1<sup>st</sup> June 2015.</p>	
<b>10.</b>	<b>Quarterly Accident &amp; Incident Data</b>	<b>Action</b>
	<p>A list accidents and incidents were issued to everyone at the meeting, produced by the harbour authority's Safety Management System. The list showed that incidents for the period 01/12/14 to 02/06/15 amounted to 32 recordable events, compared with 24 events for the same period in 2013/2014. KM said that he believes this is due to the harbour authority being better at recording the incidents and that more people are making reports. More oil pollution incidents have been recorded in Brixham and KM said that the harbour authority would continue to record and investigate all of the oil sheen reports it received, to try to establish what is causing the incidents. KM reported on the tragic death of a 14-year-old girl in a boating accident off Brixham harbour. He reminded the Forum that all incidents are investigated.</p>	
<b>11.</b>	<b>Harbour Committee - Upcoming Agenda</b>	<b>Action</b>
	<p>KM informed the Forum of the items on the agenda for the next Harbour Committee meeting on 15<sup>th</sup> June 2015 to be held at the Town Hall.</p>	All to note

**Next Meeting****Venue****Future meetings**

Brixham Harbour Office

10<sup>th</sup> September 2015 10.30 am10<sup>th</sup> December 2015 10.30 am10<sup>th</sup> March 2016 10.30am**Dates of Harbour****Committee****Meetings**15<sup>th</sup> June 2015 5.30 pm (Torquay)21<sup>st</sup> September 2015 5.30pm (Brixham)21<sup>st</sup> December 2015 5.30pm (Torquay)21<sup>st</sup> March 2016 5.30pm (Brixham)