

Meeting Title

Torquay & Paignton Harbour Liaison Forum

Venue

Torquay Harbour Office

Date

8th September 2015 at 10.30 am

Present

Capt K Mowat (KM)	Cllr J O'Dwyer (JO)	Mr D Buckpitt (DB)
Mayor G Oliver(GO)	Cllr N Amil (NA)	Mr P Lloyd (PL)
Mr M Stewart (MS)	Cllr C Carter (CC)	Mr A Rayner (AR)
Mr S Pinder (SP)	Mr M Smith (MS)	Mrs A Blackburn(AB)

1. Apologies
2. Minutes of the last meeting – 2nd June 2015.
3. Matters arising from the last meeting
 - a) Torquay Harbour Entrance Buoys – update
 - b) Passenger Pontoon fendering – update
 - c) 2016 Cruise Ship visits & RTYC – update
 - d) Scallop Farm Nursery Site – update
 - e) Paignton Harbour Development Proposal - update
4. Capital Works
 - a) Haldon Pier – update
 - b) Princess Pier - update
5. Budget Savings 2016 ~ 2019 & Harbour Budget/Charges 2016/17 – 2.0%
6. Paignton Harbour Development Proposal - update
7. Maritime Events 2015 & 2016
8. Tor Bay Harbour Authority Business Risk Register – review
9. Harbour Asset Review Working Party - recommendations
10. Quarterly Accident and Incident Data
11. Enforcement Compliance Officers - Torbay Council
12. Proposal to withdraw the free use of scrubs/grids for MFV's for 14 days a year
13. Harbour Committee
 - a) Upcoming Agenda

Date of the next meeting – 7th December 2015 at 10:30

1.	Apologies for Absence	Action
	Apologies were received from Cllr Barbara Cunningham, Marshall Ritchie, Cllr Nick Bye, Mike Ellis, Mike Ould, Clive Baker, Cllr Lynn Sykes and Cllr Roger Stringer.	
2.	Minutes of the last meeting	Action
	It was agreed that the minutes of the last meeting on the 2 nd June 2015, were a true and accurate record of that meeting.	
3.	Matters Arising from Last Meeting	Action
a)	Torquay Harbour Entrance Buoys – update KM reported that he had not received any significant reports, either positive or negative, regarding the two entrance buoys. They would therefore be used again next year from May to September.	
b)	Passenger Pontoon fendering – update KM informed the Forum that some new fenders had been installed but more were required. However, due to the reduced budget these works have had to be put on hold until finances can be sourced to complete the works.	KM
c)	2016 Cruise Ship Visits & RTYC – update KM informed the Forum that the dates for cruise ship calls for 2016 had been circulated to the RTYC to avoid conflict with their events.	RTYC to note
d)	Scallop Farm Nursery Site – update KM reported that consent from the MMO has been given for the use of the requested location and that the RTYC have accepted that a racing mark will need to be relocated. It was also noted that 4 yellow-lit buoys would mark the site. KM indicated that these marks could be in position by the end of the year.	
e)	Paignton Harbour Development Proposal – update KM informed the Forum that the project has not moved forward because there is not a clear understanding of how the development will be supported by Councillors and the Mayor. Clarification is being sought regarding what decision path will be required and further proposals will not be taken before the Committee until this issue has been resolved.	KM
4.	Capital Works	Action
a)	Haldon Pier – update KM advised that no works are currently underway on Haldon Pier but that further work is required when funding becomes available.	
b)	Princess Pier – update KM advised that the majority of the concrete pours to repair the Pier's foundation have now been completed. This means that significant progress has been made to repair the scour damage at bed level. The contractor is now off site and working on the moorings in Brixham harbour. Repairs to the Pier will continue later in the year. KM pointed out that the intended repair work does not include the steel and timber boardwalk. The work is being funded by way of an Environment Agency grant.	
5.	14. Budget Savings 2016 ~ 2019 & Harbour Budget/Charges 2016/17 – 2.0%	Action
	KM reported that the Council is having to find £33m of savings over the next 3 years and that there may well be a further call on the Harbour Authority to help fund this gap. Consequently, it is necessary to start looking into other ways in which the Harbour Authority can raise income. JO suggested the idea of installing	

	<p>solar panels on the roof of Brixham Fish Market. However, concerns were raised over the time constraints, as the feed-in-tariff is due to end in December 2015. KM reported that an opportunity had been identified to install additional 6m and 8m berths on the Torquay Inner Dock. Such a proposal would be self-financing in the first year but thereafter would return approximately £30k per annum. DB enquired about the £96k that was loaned to Children's Services from the harbour reserve fund. KM advised that the timing of any repayment was uncertain as the costs of this service continued to be challenging.</p> <p>KM proposed that the Harbour Authority would be looking at putting the charges up by 2% in 2016/17, with an additional 1.5% for Town Dock customers. Going forward he expected a similar 2% rate for the following 2 years. GO advised that from 2020 the Council will be totally reliant on utilising its own income, as the support grant from central government will cease.</p>	
6.	Paignton Harbour Development Proposal - update	Action
	<p>This item was covered under matters arising.</p> <p>SP advised that there is an ongoing issue with the placement and the look of the boat booking kiosks at Paignton Harbour. Discussions were underway but more needs to be done and it will require a willingness to co-operate by the tenants involved. He also advised that the new Paignton Harbour festival had been a big success.</p>	SP
7.	Maritime Events 2015 & 2016	Action
	<p>KM reflected that the current year has generally been good one for Maritime Events in the Bay and he informed the Forum that there were nine cruise ship bookings for 2016. SP is already writing to event organisers asking for their event plans for next year and he informed the Forum that he is in the process of designing a revised event application form. The new form will have conditions for use attached and no event will be authorised unless the Harbour Authority has all the necessary paperwork in advance.</p> <p>KM advised that, to date, 31 Notices to Mariners had been issued in the year and this was a huge improvement on the last year. MS indicated that some could still go out sooner. KM agreed but often the details arrive late from the organisers.</p>	KM/SP
8.	Tor Bay Harbour Authority Business Risk Register – review	Action
	<p>KM informed the Forum that he had circulated the risk register and that there were nine strategic risks identified. Risk No. 4 on the list relates to 'financial strength' and KM indicated that this was on the edge of being a high score risk. All the risks remained at the same score as last year. The Forum was asked to comment but no issues were raised.</p>	
9.	Asset Review working party - recommendations	Action
	<p>KM reported that when the Working Party met in August, it concluded that all the harbour assets were performing well, no disposals were necessary and that the only significant purchase identified was a new workboat for Brixham.</p>	KM
10.	Quarterly Accident & Incident Data	Action
	<p>KM informed the Forum that all the accidents and incidents that are reported are now put onto the Harbour Authority's Safety Management System software (MarNIS). The MarNIS report showed that incidents for the current year are at 67 compared with 53 for the same period last year. KM stated that he believes this is due to better recording of incidents as more people are encouraged to report them.</p>	

11.	Enforcement Compliance Officers working on behalf of Tor Bay Council	Action
	KM reported that this is a new measure being introduced by the Council around the Bay. Uniformed officers can issue on the spot penalties for anyone seen to be littering and this would include enforcement on the harbour estate.	All to note
12.	Proposal to withdraw the free use of scrubs/grids for MFV's for 14 days a year	Action
	KM stated that the scrubbing grids at Brixham are in need of repair and that the cost of the work would be quite high. It has been identified that the income generated from the facility is less than £1000 per year. The low level of income is because the main users are the MFVs and they can use this facility for up to 14 days per year at no charge. It is therefore proposed that this concession is discontinued for the MFV customers and that they should pay the same rate as private customers. AB suggested that a letter is sent to the MFV owners to inform them of this proposal. The Forum agreed and accepted the rationale for the change.	KM & AB
13.	Harbour Committee – Upcoming Agenda	Action
	KM informed the Forum of the items on the agenda for the next Harbour Committee meeting on 21 st September 2015, which is due to be held in Brixham, however the venue may be moved to Torquay Town Hall.	All to note

Next Meeting

Venue

Future meetings

Torquay Harbour Office

7th December 2015 10.30 am

8th March 2016 10.30 am

Dates of Harbour Committee Meetings

21st September 2015 5.30 pm (Brixham)

21st December 2015 5.30 pm (Torquay)

21st March 2016 5.30 pm (Brixham)