

<b>Meeting Title</b>	<b>Torquay &amp; Paignton Harbour Liaison Forum</b>
<b>Venue</b>	Torquay Harbour Office
<b>Date</b>	14 <sup>th</sup> June 2016 at 10.30 am

<b>Present</b>	Capt K Mowat (KM)	Mr S Pinder (SP)	Mr J Bond (JB)
	Mayor (GO)	Mr N Burns (NBu)	Mr A Rayner (AR)
	Cllr N Bye (NB)	Mr M Stewart (MS)	Ms C Rugg (CR)
	Cllr N Amil (NA)	Mr M Ellis (ME)	Miss L Stewart (LS)
	Cllr R Stringer (RS)	Mr D Buckpitt (DB)	

1. Apologies
  2. Welcome
  3. Minutes of the last meeting – 8<sup>th</sup> March 2016
  4. Matters arising from the last meeting
    - a) Paignton Harbour Development Proposal - update
    - b) Paignton Beach Slipway
  5. Capital Works
    - a) Haldon Pier – update
    - b) Princess Pier – update
    - c) Town Dock
  6. Maritime Events 2016
  7. Quarterly Accident & Incident Data
  8. Update on Fast Ferry
  9. Enforcement and Prosecution Policy
  10. Budget Outturn 2015/16
  11. Harbour Committee
    - a) Upcoming Agenda
- Date of the next meeting – 6<sup>th</sup> September 2016 at 10:30 am (TBC)  
29<sup>th</sup> November 2016 at 10:30 am

<b>1.</b>	<b>Apologies for Absence</b>	<b>Action</b>
	Apologies were received from Mike Smith, Marshall Ritchie, Cllr Chris Robson, Mike Ould, Clive Baker & Cllr Christine Carter.	
<b>2.</b>	<b>Welcome</b>	<b>Action</b>
	KM welcomed everyone to the meeting.	
<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 8 <sup>th</sup> March 2016, were a true and accurate record of that meeting.	
<b>4.</b>	<b>Matters Arising from Last Meeting</b>	<b>Action</b>
a)	<b>Paignton Harbour Development Proposal – update</b> KM advised that a site-specific flood risk assessment has not been undertaken following further advice from the Torbay Development Agency (TDA). The clear professional advice from Dave Stewart (TDA) was that, due to the flood risk criteria that would be applied during the consent process, in his view there will be objections to a change of use to sell alcohol on the ground floor of the premises. It is highly unlikely that the objections could be overcome. Therefore, an amended report will be submitted to the Harbour Committee to focus on the first floor level. Examples of where this has worked include the Rockfish restaurant and the Old Market House at Brixham. The ground floor could be used as a coffee shop/cafe.	
b)	<b>Paignton Beach Slipway</b> KM advised that he had asked the Harbour team to look at this issue. There may be an option to try a solution similar to what has happened at Oddicombe beach, where funding has been attracted through Sailing Club for the slipway to be extended. GO advised that the Paignton Sailing Club had approached him with concerns over safety issues due to the drop at the end of the slipway. KM advised that funding a slipway extension will not be a quick process and it will not be resolved until after the sailing season. As an interim solution, it was suggested that Tor2 could be asked to use their beach cleaning plant to shift some beach material to the end of the slipway on the day before any sailing events. It was also suggested that the Harbour team could assist if required.	SP/KM
<b>5.</b>	<b>Capital Works</b>	<b>Action</b>
a)	<b>Haldon Pier – update</b> KM advised that nothing had happened on Haldon Pier as the contractor has been working on Princess Pier. However, it has been noticed that some cracking has worsened on the surface of Haldon Pier, which is probably due to the Dartmouth Crab Company taking on seawater. KM is looking to relocate this operation to a different location to prevent further damage. Further underwater repairs will be undertaken during the next phase when the funding has been secured.	
b)	<b>Princess Pier – update</b> KM advised that nearly all of the underwater repair works have been completed. In addition, the re-decking work was completed in time for the Easter holidays. There was an issue caused by the decking contractors resulting from grinding activity. A number of boats berthed on the Marina had suffered from rust damage but this matter is now with the contractor's insurers to resolve.  DB asked if there was any chance of some additional rock armouring for Haldon Pier. KM commented that there is some works due to be carried out at Hollicombe beach so there may be some rock left over which could be acquired but this was unlikely.	

	GO advised that between Beacon Cove and Haldon Pier there is a hole which can be seen at low tide. KM indicated that he is unaware of this and CR agreed. CR said she would look into this.	CR
c)	<p><b>Town Dock</b></p> <p>KM advised that he is aware of an email that has been sent to Councillors about the condition of the Town Dock. He said that the staff are aware that the floats have not worked as well as expected and are now suffering from a lack of buoyancy in a number of areas. Some of the floats and pontoons have already been replaced or upgraded. An alternative solution has been found where harbour staff will remove the polystyrene beading out of a failing float, which is then cleaned and filled with expanding foam. NBu commented that the problems with the Town Dock pontoons have significantly decreased and ME agreed with this and said that the problem had clearly improved. KM indicated that the capital plan project schedule included the replacement of 'V' pontoon with a structure similar to the existing widescreen pontoon. It was hoped that this could be authorised and replaced within next 12 months.</p> <p>KM advised that the refurbishment of the Beacon Quay toilets has not been forgotten and that the project should happen at the end of the season. The quotes that were obtained were higher than expected so the TDA has now been commissioned to deliver this project. In the meantime, the harbour staff will be carrying out minor improvements over the Summer months and Tor2 have been asked to carry out a deep clean before main season starts. DB commented that his crew, from France, used the toilet facilities and complained about the cleanliness of them. DB looked at them himself and agreed they are filthy. KM advised he is aware of the problem and the toilets will be refurbished such that they will be a much more user-friendly facility. i.e. there will be mirrors, sinks, toilet seats, etc.</p>	KM

6.	Maritime Events 2016	Action
	<p>KM asked for his thanks to be recorded for all the effort put in by the harbour staff and the full co-operation of harbour customers during the Air Show weekend. He has asked for a message to be sent to all customers thanking for their help and compliance with the exclusion zone. The event was considered a huge success with many observers hoping that it will be repeated. GO commented that he had sent a message out to all staff concerned thanking them for their hard work. KM commented that the cruise ship call on the Saturday of the Air Show passed off smoothly. Students from South Devon College helped meet and greet the cruise ship passengers. All of the students were very helpful and a pleasure to work with. The Harbour Authority will be looking to ask for their help again during some future cruise ship visits. They were also able to go on the cruise ship, which was a great benefit to their Tourism course studies.</p> <p>SP advised that there are event requests being received for 2017. The Harbour Authority has a busy July and August coming up. However, some of the bigger events that were on the Events list at the start of the year have since been cancelled and this has been due, in part, to the stricter requirements imposed by the Harbour Authority. i.e. risk assessments, safety plans, etc. SP commented that he agrees with KM about the success of the Air Show. The Sailing/Yacht clubs from Paignton and Brixham were helping with the safety marshalling and all the harbour users listened to them and the at sea element was very well organised.</p>	KM/LS

<b>7.</b>	<b>Quarterly Accident &amp; Incident data</b>	<b>Action</b>
	NBu advised that he would receive the corporate Health & Safety data at the end of the quarter (30 <sup>th</sup> June). KM advised that there had been a few marine incidents recently including a collision on Sunday with the Brixham passenger pontoon by a local ferryboat. NB asked if anyone was injured and KM advised that he was not aware of any injuries. The same passenger boat company also caused damage to a wall at Paignton by the slipway. There had also been a fatality on board a yacht off Brixham Harbour a few weeks ago but the cause of death was not yet clear. The quarterly accident & incident data report will be published ahead of the next Harbour Committee meeting.	NBu & KM
<b>8.</b>	<b>Update on Fast Ferry</b>	<b>Action</b>
	KM informed the Forum that he has today spoken with John Ford who has advised him that the Brixham Express has now left Ireland. Unfortunately, it had only made it as far as Padstow due to minor issue with the fuel injectors so repairs will shortly be undertaken. Once repaired it will proceed to Brixham to be placed on a grid ready for the Maritime & Coastguard Agency (MCA) to inspect the hull and hopefully it should be running on the service within the next two weeks.	
<b>9.</b>	<b>Enforcement and Prosecution Policy</b>	<b>Action</b>
	KM advised the Forum that it is good governance to review all policies in a timely fashion. The Enforcement and Prosecution Policy is normally reviewed every two years. A copy of the existing policy was circulated to the Liaison Forums with the agenda but it is also available on the Harbour Authority webpage. If anyone has any comments/amendments they would like to suggest then they are asked to email KM. KM has no plans to make any changes to the existing policy.	All to note
<b>10.</b>	<b>Budget Outturn 2015/16</b>	<b>Action</b>
	KM advised that he has not circulated the final outturn figures to the Forum. He informed the Forum that at the end of year the Harbour Authority had broken even. The year had started with a forecast deficit of £51,000. Although funds had been identified to be moved from the reserve fund, to help balance the budget, this was not necessary in the end. The income increased in terms of property rent, mooring fees, fish tolls, cruise ship income and visitor income, including the wind farm boats based at Torquay Harbour. The budget included a contribution made to the Council's corporate centre of £460,000. Turnover was circa £2.8m. KM advised that he would like the minutes to reflect his grateful thanks to all the harbour team and harbour customers for a great year. The full set of figures will be available in the Harbour Committee papers that will soon be published.	
<b>11.</b>	<b>Harbour Committee – Upcoming Agenda</b>	<b>Action</b>
	KM informed the Forum of the items on the agenda for the next Harbour Committee meeting on 27 <sup>th</sup> June 2016.  KM advised that the frequency of the meetings of the Harbour Committee had been reviewed and the September meeting has now been removed from the scheduled list of meetings. Going forward there will only be three meetings held each year and not four. KM asked the Forum if they would like to still hold the Liaison Forum in September or leave it until November. All agreed to hold the September meeting. NB suggested holding a joint Brixham, Torquay & Paignton Harbour Liaison Forum meeting in September instead of holding two meetings. KM suggested that this question should be asked at the Brixham Harbour Liaison Forum and if agreed he will look to hold a joint meeting at Paignton Sailing Club.	All to note  KM

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

Torquay Harbour Office  
6<sup>th</sup> September 2016 10.30 am (TBC)  
29<sup>th</sup> November 2016 10.30 am

**Dates of Harbour**  
**Committee**  
**Meetings**

27<sup>th</sup> June 2016 5.30 pm (Torquay)  
13<sup>th</sup> December 2016 5.30 pm (Torquay)