

Harbour Committee Work Programme – 2017/2018 v1

Meeting	Standing items to be considered	Type of Report
26 th June 2017	1. To elect a Chairman for the Municipal Year	Decision
	2. To appoint of Vice Chairman for the Municipal Year	Decision
	3. To review/note the Harbour Committee's Terms of Reference as per the Council's Constitution	To note
	4. To appoint a Harbour Appointments Sub-Committee	Decision
	5. To appoint a Harbour Asset Review Working Party	Decision
	6. To appoint a Harbour Budget Review Working Party	Decision
	7. To appoint a Pilotage Review Working Party	Decision
	8. To consider the Budget Outturn for previous financial year	To note
	9. To consider the Tor Bay Harbour Authority quarterly Budget Monitoring Report	To note
	10. Annual Performance Report of the Tor Bay Harbour Authority Business Unit (SPAR.Net) (2016/17)	To note
	11. To approve a Review of the Tor Bay Harbour Pilotage Directions (biennial - 2017)	Decision
	12. To review quarterly Accident & Incident for Tor Bay Harbour	To note
	13. To receive a report on a Development Opportunity at Oxen Cove	Decision
	14. To receive a report on a Masterplan Development Opportunity at Paignton Harbour	Decision

No meeting in September – Send out the Tor Bay Harbour Authority quarterly Budget Monitoring Report via email (end of Q2)

Meeting	Standing items to be considered	Type of Report
5 th December 2017	1. To consider the Tor Bay Harbour Authority Budget and Setting of Harbour Charges	Decision
	2. To consider the Annual Compliance Audit of the Port Marine Safety Code	Decision
	3. To consider the Tor Bay Harbour Authority quarterly Budget Monitoring Report	To note

Meeting	Standing items to be considered	Type of Report
19 th March 2018	1. To review the delegated powers of the Executive Head of Business Services	Decision
	2. To agree the Tor Bay Harbour Authority Business Plan 2018/19	Decision
	3. To review the Operational Moorings Policy	Decision
	4. To consider the Tor Bay Harbour Authority quarterly Budget Monitoring Report	To note
	5. To agree the Harbour Committee Work Programme for 2018/19	Decision
	6. To receive recommendations from the Harbour Asset Review Working Party - review and approve the Tor Bay Harbour Asset Management Plan 2018/19	Decision
	7. To review quarterly Accident & Incident for Tor Bay Harbour	To note

NB Reports on specific matters that require a decision or are to note, will be added to this programme as and when required.

Meeting venues will normally be rotated between Brixham and Torquay.

Monitoring of the Tor Bay Harbour Authority in year performance can be undertaken using the SPAR.Net software or reports can be sent on request.

Harbour Liaison Forum minutes will be emailed to all members of the Harbour Committee prior to each Committee meeting.