

Meeting Title	Torquay & Paignton Harbour Liaison Forum		
Venue	Torquay Harbour Office		
Date	9 th March 2018 at 10:00 am		
Present	Capt. K Mowat (KM) Capt. A Parnell (AP) Mr S Pinder (SP) Cllr N Amil (NA) Mr D Buckpitt (DB) Mr M Stewart (MS)	Mr M Ellis (ME) Mr M Ritchie (MR) Mr J Bond (JB) Mr A Rayner (AR) Mr T Ekers (TE) Mr C Baker (CB)	Mr J Bills (JBi) Ms D Spencer (DS) Mr D Markham (DM) Mr C Easterbrook (CE) Miss L Stewart (LS)

1. Apologies
2. Welcome
3. New forum chairman
4. Minutes of the last meeting – 20th November 2017
5. Matters Arising from the last meeting –
 - a) Security Cameras
 - b) Harbour Light Restaurant Building – update
 - c) Paignton Harbour South – Regeneration Scheme
6. Budget Update
7. Capital Works
8. Maritime Events 2018
9. Quarterly Accident & Incident Data
10. Tor Bay Harbour Business Plan 2018/19
11. Review of Operational Moorings Policy
12. Tor Bay Harbour Asset Management Plan 2018/19
13. Harbour Committee - Upcoming Agenda

1.	Apologies for Absence Apologies were received from Gordon Oliver, Cllr Nick Bye, Cllr Chris Robson, Cllr Nick Pentney, Cllr Vic Ellery and Clare Rugg	Action
2.	Welcome AP introduced himself as the new Harbour Master for Tor Bay and Head of Tor Bay Harbour Authority and welcomed everyone to the meeting.	Action

3.	<p>New Forum Chairman</p> <p>All present agreed that the role remained with the HM. KM then introduced AP as the new Chairman. KM thanked everyone for their support over the years.</p>	Action
4.	<p>Minutes of last meeting – 20th November 2017</p> <p>All accepted that they were a true and accurate record of the last meeting.</p>	Action
5.	<p>Matters Arising</p> <p>Security Cameras – As part of a Council-wide CCTV upgrade the Harbour cameras are being replaced. Additional cameras around the Harbours will also be installed.</p> <p>Harbour Light Restaurant Building – update – TDA is the lead agency for this project, which is under way. A number of parties had tendered to do the works and Heads of Terms are being negotiated. Once these have been agreed a joint press release will be issued. Work is expected to commence Nov 18 and be complete by Easter 19.</p> <p>Paignton Harbour South – Regeneration Scheme – This scheme remains at the early stage of discussions/development phase and is part of the Paignton Town Centre regeneration scheme. TE asked why it was part of the regeneration scheme, arguing that any profit made from redeveloping the Harbour should be used to improve the Harbour. KM encouraged him and others to make their views known to local ward councillors.</p> <p>ME asked how the Council is able to decide how Harbour assets are used, because it is Harbour users who pay towards the use of buildings on the Harbour estate. KM explained that only Full Council could make decisions regarding capital expenditure > £25,000. DB suggested that the Harbour commission an independent feasibility study to determine whether there was a business case to undertake the proposed development. DS welcomed early clarity as Blue Sea Food company hoped to expand their business but needed security of tenure before making further investment decisions.</p>	Action
6.	<p>Budget Update</p> <p>The forecast annual trading surplus was £56,000 due primarily to excellent fish toll income. A contingency of £150,000 has been set aside for any repairs following Storm Emma.. The Harbour reserve started the year at £821,000 and the current balance is £802,000.</p> <p>CB asked if additional fendering could be installed on Princess Pier. AP said he would investigate. KM reminded the Forum that it is the vessel owners' responsibility to have adequate fenders on their vessels, and that quayside fendering protects the quay, not vessels.</p>	Action

7.	Capital Works – Update	Action
	<p>Princess Pier: floating plant has arrived in Torquay to commence works on Princess Pier. These are expected to be complete by the start of the main season.</p> <p>The Harbour Authority has bid for EMFF funds for various projects including Brixham breakwater and fendering the Brixham fish market. A decision is expected 16 March.</p> <p>AP agreed with CB that fendering for North Quay was required where the passenger boats land as there is some damage evident.</p> <p>Storm Emma caused over 200 reported incidents for Torbay Council including damage to Brixham breakwater; Paignton Harbour walls, and the ferry pontoon in Torquay. The Council has set up a Repair Coordination Group, ecovery group, and KM leads on the group for Infrastructure. Luckily, much of the infrastructure is insured and the Council have also requested Central Government reinstate the Belwin Scheme to contribute towards repairs. In addition, the Harbour has asked if DfT and EA will provide financial assistance to complete the repairs.</p>	NB
8.	Maritime Events 2018	Action
	<p>There is a full schedule of events for this year. SP issued an up to date list to all and advised that this is available on our website</p> <p>The Air Show for 2018 is being held on 2nd & 3rd June this year and there are no scheduled changes to the exclusion zones.</p> <p>James Bills advised that there is a proposed Marina Day for 9th June and SP requested that he submit an event application.</p>	JB/SP
9.	Quarterly Accident & Incident Data	Action
	<p>In the last quarter there have been 17 accidents and incidents reported. This is fewer than the same period last year but safety remains the Harbour's highest priority.</p>	
10.	Tor Bay Harbour Business Plan 2018/19	Action
	<p>AP asked for feedback on the proposed Business Plan that had been emailed in advance of the meeting. JB enquired about the Torquay Fuel station. AP replied that this returns to Council control 1 Apr. The Forum was unanimously of the option that it should be comprehensively refurbished before it was brought back into operation, even if that meant that it was not available during this year's season. MS suggested that a feasibility study be undertaken to assess the business case for repair works and AP agreed.</p>	AP
11.	Review of Operational Moorings Policy	Action
	<p>This was emailed to Forum members in advance of the meeting. The only proposed change is to the wording for relinquishing moorings and confirming that if the Harbour Authority cannot resell moorings then there will be no refund of the mooring fees paid. This generated some discussion but AP pointed out that this was already the case but had not been captured in the document.</p>	

12.	Tor Bay Harbour Asset Management Plan 2018/19	Action
	The Tor Bay Harbour Asset sub-committee met 20 Feb to review all assets of the Harbour Estate. All were assessed as being necessary (ie none would return to the Council to be managed) and all were being competently managed.	

13.	Harbour Committee – Upcoming Agenda	Action
	AP read out the agenda for the meeting scheduled for 19 th March and KM advised that the Paignton Harbour South regeneration scheme will also be discussed at that meeting	

Future meetings

Torquay Harbour Office

5 th June 2018	10.00 am
18 th September 2018	10.00 am
21 st November 2018	10.00 am

Dates of Harbour Committee Meetings

19 th March 2018	5.30 pm (Torquay)
18 th June 2018	5.30 pm (Torquay)
17 th December 2018	5.30 pm (Torquay)