

Meeting Title	Brixham Harbour Liaison Forum
Venue	Brixham Harbour Office
Date	Wednesday 6 th March 2019 at 10.30am

Present	Mr Adam Parnell (AP)	Mr Mike Shaw (MS)	Mr Robbie Richardson (RR)
	Mr Dave Bartett (DB)	Miss Anna Colmer (AC)	
	Cllr Vic Ellery (VE)	Mr Andrew Millar (AM)	
	Cllr Ray Hill (RH)	Mr Adam Mudge (AM)	

Agenda Items	<ol style="list-style-type: none"> 1. Apologies 2. Welcome 3. Minutes of the last meeting – 6th December 2018 and matters arising from the previous meeting: <ol style="list-style-type: none"> a) Parking at Brixham Harbour b) Oxen cove Development 4. Budget Update 5. Capital Works 6. Maritime Events 2019 7. Quaterly Accident & Incident Data 8. Tor Bay Harbour Business Plan 2019/20 9. Review of Operational Moorings Policy 2019/20 10. Tor Bay Harbour Asset Management Plan 2019/20 11. Harbour Committee - Upcoming Agenda
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1.	Apologies for Absence	Action
	Apologies were received from Cllr Nicole Amil, Cllr Nick Bye and Mike Stewart.	

2.	Welcome	Action
	AP welcomed everyone to the Brixham Liaison Forum.	

3.	Minutes from the last meeting	Action
	Everyone agreed that the minutes were an accurate record of the last meeting.	

4.	Matters Arising from the Last meeting	Action
	<ul style="list-style-type: none"> • Parking at Brixham harbour - AP advised that permits for car parking have now been issued and are continuing to be issued. KA is currently creating inserts to be included in BTA settlements to thank fishermen for their cooperation with regards to the new parking process which has been introduced and also to remind users of parking regulations at Brixham Harbour. Everybody agreed they have noticed a considerable difference with vehicles parking on the estate since the new process has been introduced and are happy with the progress of improvement. AP stated Harbour staff are now issuing tickets to vehicles which are parked obstructively or without permission. AP is now currently awaiting approval to have lines repainted which will encourage users to park cars correctly, MS requested the lines are painted widely. • Oxen Cove development - AP advised the MMO licence has now been received and the works are due to commence in two weeks. AP advised these works may have a detrimental effect on parking due to the area required by the contractors whilst the works are taking place, and will also result in a loss of revenue for parking services. AP has negotiated with the contractor to ensure the compound area is reduced as and when certain parts of the project are complete. <p>AP advised KA is currently creating a newsletter to be sent out to customers which will include operational updates regarding the authority. DB suggested incorporating a section in the newsletter explaining how fishing nets are now being completely recycled into kayaks by a voluntary organisation, which has resulted in saving TBHA roughly £30k. RH agreed this would be a good topic to broadcast considering the height of concern which has recently become apparent since discovering how much plastic has now contaminated Tor Bay waters, identified by animals being photographed surrounded by waste and posted on social media.</p>	
5.	Budget Update	Action
	<p>AP gave a brief budget update highlighting the main concern being TBHA originally forecasting £930k fish toll income for 2019/20 however we are now expecting this amount to be reduced by £80k, making the new projected fish toll income figure for 2019/20 £850k.</p> <p>AP advised TBHA are now expected to breakeven, and is still forecast to be the second best budget we have ever had.</p> <p>AP stated he would like to continue setting realistic targets & figures whilst ensuring Harbours remain viable.</p> <p>VE thanked BTA for generating a substantial amount of income for Harbours, stating without the fishing industry TBHA wouldn't be able to operate as we currently do. MS spoke on behalf of BTA and thanked TBHA for our cooperation over recent months and feel as though both organisations have a good working relationship.</p>	
6.	Capital Works	Action
	<p>Victoria Breakwater -</p> <p>AP stated the contractors currently working on Victoria Breakwater are one week ahead of schedule and the spend is presently on target with budget for works despite voids being exposed, everyone is impressed with the progress of the works. DB advised all local labour are being used for project. AP stated the area will be cleared for D-Day 75th anniversary this year. DB advised he is going to speak to MMO regarding collecting rocks which are currently lying on the sea bed beneath the breakwater.</p> <p>Oxen Cove Development –</p>	

	<p>AP advised the plan originally intended to build a static davit crane on the end of the jetty, this has since been discussed and agreed a mobile crane would be more suitable as it will allow Brixham Harbour to assist with further operational requirements around the Quayside. AP advised one model staff are currently looking to purchase will lift 33 tonnes.</p> <p>Water Metering – AP advised Brixham Harbour are currently experiencing issues with various commercial vessels not paying for use of the fresh water tanks as owners are stating they use bottled water. Due to this there are going to be water meters installed around the Harbour in conjunction with the electrical system currently used which is supplied by Meter Macs. AM requested this facility implementation is also included in the newsletter.</p> <p>Northside Fendering – DB advised we are currently awaiting for the order to arrive from Millenium Marine which is now due any day. AP informed the north side fendering will be the same as the current beamer berth fendering</p> <p>Northern Arm – AP advised the business case was approved by the council for a Northern Arm at Brixham Harbour however TBHA are now looking at different ways of sourcing funding for the project. The estimated budget is currently forecast to cost £14m. MS commented Sarah Woolesten stood up in parliament supporting the local fishing industry stating funding is required for the project to go ahead, MS thanked the MP for her continuous support. Letters of support are are currently being sourced for the concept. AP informed he has spoken to Dalverton Court residents who seem to also support the project. He has also spoken to MMO, Natural England and the Environment Agency to brief them on the plans of the Northern Arm.</p>	
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7.	Maritime Events 2019	Action
	<p>DB ran through the main events which are due to take place in 2019. DB advised the gallions which were going to visit the Harbour for the Pirate Festival event, now are unable to attend.</p> <p>AP advised there are currently 5 cruise ships scheduled to visit Tor Bay in 2019. AP advised it is likely there will be an increase in this figure in 2020 due to Tor Bay acting as an overflow for Plymouth cruise ships.</p> <p>RH commented he was unaware of how many passengers disperse the ship and then embark on a coach trip, taking the passengers out of Torbay. AP advised he is aware and has been in liaison with Cruise Britain in attempt for them to realise the potential of Torbay, however AP advised this would significantly increase advertising and other costs, in which we would be unexpected to see results until approximately 2022/2023. AP advised he is keen to diversify Tor Bays cruise ship portfolio, however due to the income currently being generated through the fishing industry this is currently the Authorities main priority.</p> <p>Fish stock and RNLi week have been cancelled for 2019.</p> <p>AM advised this years D-Day landings service is set to be the biggest to date to celebrate the 75th anniversary. The service will include a street party.</p>	

8.	Quarterly Accident & Incident Data	Action
	<p>AP advised Brixham has experienced a lot of vessels sinking and breaking away from moorings recently, however so far all circumstances have been down to the owners responsibility and not the Harbour Authorities mooring gear failing. AM</p>	

	<p>advised Brixham Marina have also recently had a vessel sink, this too was due to negligence of the owner.</p> <p>A majority of the vessels which have recently sunk or came adrift from their mooring was due to the latest extremely adverse weather conditions where strong North Westerly gales were present for a prolonged period of roughly 48 hours. AP advised the Harbour Authorities role during these circumstances is to continue to educate Harbour Users and offer assistance when possible. AP added staff were told not to assist on the water due to the severity of the conditions, as it would have put staff at risk, the RNLI also were unable to support on the water due to the high risk. DB advised he is currently writing the incident reports now, and suggested posting the pictures from the reports on Social Media to educate users on damaged pick-up gear. It was noted how the insurance companies have dealt with the state of affairs with an extremely pragmatic approach. RR suggested the Harbour Authority organises a meeting with boat owners in order to provide advice and further education with regards to mooring gear.</p>	
9.	<p>Tor Bay Harbour Business Plan 2019/20</p> <p>Review of Operational Moorings Policy 2019/20</p> <p>Tor Bay Harbour Harbour Asset Management Plan 2019/20</p>	Action
	<p>AP advised plans & policies are now due to be renewed.</p> <p>Tor Bay Harbour Business Plan 2019/20 The business plan will involve planned capital works and forward budget forecasts. AP advised the forward budget projection currently looks healthy, and has ensured the reserves are at a consistent level of 15% of TBHA's turnover. The Harbour reserves are set to be £700k entering the new financial year on 1st April 2019.</p> <p>Review of Operational Moorings Policy 2019/20 AP informed the Review of Operational Moorings Policy will include the alteration of the waiting list limit which is presently set at 20 at Torquay Harbour. This is intended to now be an unrestricted list, which will evidence the demand for pontoon berths and in turn contribute towards the business case for the Northern Arm project. AM stated MDL are nervous about the increase in capacity, AP advised if pontoons are implemented it will be a pontoon mooring system not a Marina. AM advised also including jet ski pods in the business case, as MDL have generated a substantial amount of income offering these facilities. AP advised he would also like to include 6-10 separate visitor berths for users to visit. AM advised MDL had 5000 half-day visitors in 2018/19 which were charged at £6.00 per visit. AM agreed to send AP facts & figures.</p> <p>Tor Bay Harbour Asset Management Plan 2019/20 AP advised TBHA are currently in a strong position with current assets. Nautique Dive Centre & Harbour Lights restaurant at Paignton Harbour are currently the only areas which aren't leased. VE commented stating maritime assets are equally as important as assets situated on land.</p>	
10.	<p>Any other business</p>	
	<p>RR recommended posting pictures of mooring buoys on social media and the Harbour website in order to educate users who lack maritime knowledge which has resulted in some jet-skiers skiing between mooring bouys which could possibly inflict damage to vessels.</p> <p>AM asked for an update on the fuel station at Torquay Harbour. AP advised Brichell Marine won the tender and have planned a phased approach and have ambitious plans to significantly regenerate the area as all of the current equipment needs replacing. AP advised the plans he has seen presented a boat wash down area as well as offering both diesel and petrol. AM advised this will be useful as it will</p>	AP/DB

	elleviate pressure on Brixham Marina as they are currently the only organisation in Tor Bay to provide petrol.	
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11.	Harbour Committee – Upcoming Agenda	
	AP ran through the agenda of the upcoming Harbour Committee meeting & informed he is going to request the Operational policy is changed to a fundamental review per annum.	

Next Meeting
Venue
Future meetings

Brixham Harbour Office		
	4 th June 2019	10.30 am
	18 th March 2019	5.30 pm (Torquay)

Dates of Harbour
Committee Meetings