



Minutes of the Harbour Committee

8 March 2012

-: Present :-

Councillor Ellery (Chairman)

Councillors Amil, Faulkner (J), Hytche, McPhail, Richards and Stringer

External Advisors: Mr Buckpitt, Mr Butcher, Capt. Curtis, Ms Hayes and Mr Jennings

589. Apologies

An apology for absence was received from Councillor Matthew James.

590. Minutes

The Minutes of the meeting of the Harbour Committee held on 30 January 2012 were confirmed as a correct record and signed by the Chairman.

591. Torquay/Paignton and Brixham Harbour Liaison Forums

The Committee noted the minutes of the Torquay and Paignton Harbour Liaison Forum meeting on 21st February 2012 and the Brixham Harbour Liaison Forum meeting on 22nd February 2012.

External Advisor William Butcher raised the point that in the Torquay and Paignton Harbour Liaison Forum minutes more points had been discussed than appeared in the minutes relating to the 200 year anniversary of the Torbay Royal Regatta and congestion at Beacon Quay which was endorsed by the Committee. The External Advisor was requested to send an e-mail with the details so that the Harbour Master can amend the Forum Minutes.

592. E.U Funding Bid for Tor Bay Harbour

The Committee considered a report on the E.U Funding Bid Report for Tor Bay Harbour and the proposals and recommendations to submit a funding bid to the Channel Interreg IVa programme.

Mike Marsh on behalf of MMA Limited spoke to the Committee concerning the potential for Interreg Funding. He advised that Tor Bay Harbour was an ideal candidate for the funding and would sit alongside 6 or 7 Ports in the United Kingdom and France.

The projects identified for Tor Bay Harbour funding were:

- i) Improve the Quality of Management of the Port with the development of a Port Master Plan for Tor Bay Harbour.
- ii) Promote Innovation in Ports and Ports Diversification with integrated Transport System and Maritime E-training programme with South Devon College.
- iii) Improve resource efficiency of Ports with integrated Renewable Management Systems including a new electrical recharge system and photovoltaic solar panel.

MMA Ltd advised that Tor Bay Harbour could also be an eligible partner in new cross border projects, which would bolster the sharing of knowledge with neighbours in the UK and France.

The Executive Head of Tor Bay Harbour Authority informed Members that the projects being put forward for funding were projects that the Harbour Authority would have undertaken in any event, therefore these projects would not result in additional money being spent.

Resolved:

- i) That the Harbour Committee supports the submission of a bid for Tor Bay Harbour to be part of the French and English Partner Harbours FLIP master bid to the Channel Interreg Programme;
- ii) That the Executive Head of Tor Bay Harbour Authority, in consultation with the Chairman of the Harbour Committee, be asked to use his delegated authority to approve final details of the bid to the Channel Interreg Programme;
- iii) That in accordance with Council minute 535/02/12(v), the Executive Head of Tor Bay Harbour Authority be asked to seek approval for the submission of the Channel Interreg Programme funding bid from the Chief Executive in consultation with the Mayor, Executive Lead for Finance and Chief Finance Officer;
- iv) That subject to approval in iii), the Council be asked to vary the Capital Plan accordingly to reflect the capital elements of the Channel Interreg Programme funding bid; and
- v) That the Executive Head of Tor Bay Harbour Authority be asked to use his delegated authority to appoint specialist European funding consultants, to prepare the detailed bid on behalf of the Council at an estimated cost of £3,800 + VAT.

593. Tor Bay Harbour - Operational Moorings and Facilities Policy

The Committee considered a report to amend the Harbour Authority's operational moorings and facilities policy. The Committee were advised that the policy sought to ensure a consistent, fair and equitable approach was applied to new, existing and potential facility customers that use Tor Bay Harbour and the harbour estate.

The Executive Head of Tor Bay Harbour Authority informed Members that on this occasion only minor changes had been made to the policy.

Resolved:

That the Tor Bay Harbour Operational Moorings and Facilities Policy – Version 6 as set out in appendix 1 to the submitted report be approved.

594. Annual Review of the Tor Bay Harbour Authority Asset Management Plan

The Committee considered a report to review and approve the Tor Bay Harbour Authority Asset Management Plan.

The Executive Head of Tor Bay Harbour Authority advised the Committee that the Asset Review Working Party had reviewed the Asset Management Plan in accordance with their terms of reference.

Resolved:

That the Tor Bay Harbour Authority Asset Management Plan 2012/13 as set out in Appendix 1 to the report be approved.

595. Tor Bay Harbour - Port Master Plan

The Committee considered a report outlining the production of a Port Master Plan (PMP) for Tor Bay Harbour.

The Executive Head of Tor Bay Harbour Authority explained that PMP's were first introduced by airports, but have since been followed by the larger UK ports. Now smaller harbours and ports were being encouraged to have their own PMP.

He advised that the PMP was included in the Channel Interreg Programme bid for funding but the Committee noted that the PMP had been in the Business Plan for the past four years and it was considered vital for Tor Bay Harbour to have one and the sooner the better.

The Committee noted that it would be beneficial to look at other similar sized ports to see how they had delivered their PMP to look at how it had been achieved and who they had used to ensure the best value for money.

Resolved:

- i) That Tor Bay Harbour Authority be approved to commence the process of obtaining a Port Master Plan; and
- ii) That the Torbay Development Agency be asked to assist in the production of a Port Master Plan and that the Executive Head of Tor Bay Harbour Authority, in consultation with the Chairman of the Harbour Committee, be authorised to amend the harbour revenue budget as required to fund such a plan.

596. Tor Bay Harbour Business Plan 2012/2013

The Committee considered a report which sought agreement of the Business Plan for the Tor Bay Harbour Authority business unit.

Resolved:

- i) That the draft Tor Bay Harbour Business Plan 2012/2013 as set out in appendix 1 to the report be approved; and
- ii) That subject to the views of the Harbour Committee, the Executive Head of Tor Bay Harbour Authority and the Chairman of the Harbour Committee agree the final detail of the Tor Bay Harbour Business Plan 2012/2013, and sign the Acceptance Statement in Section 9.

597. Tor Bay Harbour Authority Income - Internal Audit Report - November 2011

The Committee noted a report which provided an overview of the Tor Bay Harbour Authority Income – Internal Audit Report - November 2011.

It was noted that the audit was undertaken based on key risk areas which had been tailored to ensure the audit programme was relevant to the Tor Bay Harbour Authority business unit.

The Executive Head of Tor Bay Harbour Authority advised that progress against the action plan will be reported to the Harbour Committee.

598. Tor Bay Harbour Authority Budget Monitoring 2011/12

The Committee noted a report on the quarterly Budget Monitoring.

The Committee noted the Harbour Master's use of delegated powers to waive certain harbour charges which this year amounted to £18,333.16 excluding VAT, most of which related to tugs sheltering in Tor Bay who had negotiated a lower rate than larger ships.

599. Review of Delegated Powers

The Executive Head of Tor Bay Harbour Authority informed the Committee that harbour customers would expect the harbour authority to be fit for purpose and to regularly review the Delegated Powers of the Executive Head of the Tor Bay Harbour Authority. The Committee noted that some of the generic powers had been moved as they applied to all Executive Heads.

Resolved:

That having reviewed the powers delegated to the Executive Head of Tor Bay Harbour Authority, as set out in Appendix 1 to the report, the Harbour Committee finds no reason to refer any proposed changes to the Council for determination.

600. Performance of the Harbour & Marine Services Business Unit

The Committee noted a report outlining the performance of the Tor Bay Harbour Authority Business Unit. The Executive Head of Tor Bay Harbour Authority informed Members that there were no red indicators and income was reported up by 12.77%. The development of the website was below target due to IT issues as was the live weather link.

601. Harbour Committee Work Programme - 2012/2013

Resolved:

That the Harbour Committee work programme for 2012/2013 be approved.