



## **Minutes of the Harbour Committee**

**24 September 2019**

**-: Present :-**

Councillor Amil (Chairwoman)

Councillors Barrand, Bye, Carter, Dudley, Morey, Ellery and Mills

External Advisors: Mr Blazeby, Mr Buckpitt, Mr Day, Mr Ellis and Mr Stewart

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### **67. Apologies**

An apology for absence was received from Councillor O'Dwyer.

It was reported that, in accordance with the wishes of the Partnership Group, the membership of the Committee had been amended for this meeting by including Councillor Morey instead of Councillor Dart.

### **68. Minutes**

The Minutes of the meeting of the Harbour Committee held on 1 July 2019 were confirmed as a correct record and signed by the Chairwoman.

### **69. Communications**

The Interim Director of Place gave the Committee an update on a Change Paper which had been prepared in August 2019 as a result of updates to staffing structures and the relocation of the Harbour Master to Brixham Harbour. It was also noted that three additional posts had been created – Assistant Harbour Master; Marine, Leisure and Beach Services Manager; and Beaches and Harbour Assistant.

The Committee welcomed the verbal update sought clarification on Health and Safety matters.

### **70. Port Masterplan Addendum 2019-2024**

The Head of Tor Bay Harbour Authority presented the submitted report which had been developed following public consultation and explained that the Port Masterplan (Addendum) set out a practical and realistic strategy for Tor Bay Harbour from 2019 to 2024.

Resolved

That Cabinet be recommended to propose the Port Masterplan (Addendum) to Council for approval.

#### **71. Approach by FUGRO**

The Committee considered a report advising them the Harbour Authority has been approached by a company wishing to 'lay-up' vessels in Brixham Harbour. The Committee was advised that this would generate revenue but could be contentious given their size. The Committee was recommended to approve the request on a trial basis until the end of the financial year and to gauge public reaction before committing on a longer term basis.

Resolved:

- (i) that the 'laying up' within Brixham Harbour of one of these vessels on a trial basis for short periods of time until 1 April 2020 be approved to gauge opinion prior to a longer term decision being made; and
- (ii) that any comments, positive or negative, be logged and provided to the Committee if a longer term decision is required.

#### **72. Tor Bay Harbour Authority Budget Monitoring 2019/20**

The Head of Torbay Harbour Authority provided members with an update on the overall budgetary position for Tor Bay Harbour Authority as at the end of August 2019. Projected income and expenditure for 2019/20 was outlined and compared with approved budgets.

Resolved:

- (i) That the report be noted; and
- (ii) that a letter be sent to the Cabinet and Senior Leadership Team from the Chairman of the Harbour Committee raising the Committee's concerns in respect of the level of Harbour reserves and summarising the points raised at the meeting. In particular that the Committee does not support any increased payments to the Council's general fund.

#### **73. Harbour Budget 2020/21 and Schedule of Fees and Charges**

The Committee considered the submitted report which provided members with the opportunity to review the level of harbour charges to be levied by Tor Bay Harbour Authority on behalf of the Council as the Harbour Authority, in the next financial year and to consider the Tor Bay Harbour Authority budget for 2019/20.

Resolved:

- (i) That the recommendation made by the Budget Review Working Party to increase harbour fees and charges by an representative average of 2.0%, as set out in Appendix 1 to the submitted report, be approved;
- (ii) That the proposed Harbour Authority budget for 2020/21, as set out in Appendix 2 to the submitted report, be approved;
- (iii) that the Budget Review Working Party continue to monitor the revenue budget and to recommend a budget for 2021/22; and
- (iv) that the charges for transshipping be set at 1.5% for both highway and sea transfer.

#### **74. Port Marine Safety Code**

The Head of the Tor Bay Harbour Authority presented the submitted report which updated the Committee on topical Port Marine Safety Code matters including accident or incident data. The Committee noted Brixham Harbour had recently been visited by Maritime and Coastguard Agency representatives who conducted a health check as undisclosed safety concerns had been raised in relation to Brixham Harbour. The safety visit was conducted on 22 and 23 August 2019 and a draft report highlighting several items for consideration was issued on 29 August 2019, as set out in Appendix 1 to the submitted Report.

Resolved:

- (i) That the draft Maritime and Coastguard Agency Port Marine Safety Code Health Check report, as set out in Appendix 1 to the submitted Report, be noted;
- (ii) that the Head of the Tor Bay Harbour Authority, in consultation with the Interim Director of Place, be requested to formulate a response to the draft Health Check report addressing the points raised;
- (iii) that a Marine Safety Sub-Committee be established with the with the following Terms of Reference:

‘To ensure appropriate insight and understanding of the organisations marine safety management system and supporting systems and when necessary make recommendations to the Harbour Committee regarding health and safety related matters.’

That the Marine Safety Sub-Committee be politically balanced on the basis of:

2 Conservative Members,  
2 Liberal Democrat Group Members; and

1 Independent Group Member

- (iv) that the MarNIS report, as set out in Appendix 2 to the submitted Report be noted; and
- (v) that the Head of Tor Bay Harbour Authority be requested to investigate CCTV improvement options at Brixham Harbour and make recommendations, together with an options appraisal regarding upgrades to the December Harbour Committee meeting.

**75. Torquay/Paignton and Brixham Harbour Liaison Forums**

The minutes of the Torquay, Paignton and Brixham Harbour Liaison Forums were noted.

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Chairman