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Date: Tuesday, 20 June 2017

Governance Support  
Town Hall  
Castle Circus  
Torquay  
TQ1 3DR

Dear Member

**HARBOUR COMMITTEE - MONDAY, 26 JUNE 2017**

I am now able to enclose, for consideration at the Monday, 26 June 2017 meeting of the Harbour Committee, the following reports that were unavailable when the agenda was printed.

<b>Agenda No</b>	<b>Item</b>	<b>Page</b>
14.	<b>Annual Performance Report of the Tor Bay Harbour Authority Business Unit (SPAR.Net)</b>	(Pages 34 - 36)
16.	<b>Employment Use at Oxen Cove</b>	(Pages 37 - 49)
17.	<b>Torquay/Paignton and Brixham Harbour Liaison Forums</b>	(Pages 50 - 57)

Yours sincerely

Lisa Antrobus  
Clerk

# Agenda Item 14

## Tor Bay Harbours Detailed Report 2016/17

Quarterly report for 2016/17 and 2016

No headings

Filtered by Flag: Include: Tor Bay Harbour Authority

Exclude: Archive

### Key to Performance Status:

Projects:	No Data available	Milestone Missed	On Hold	On Target	Well Behind Target	Behind Target	Ahead of Target	Well Ahead of Target	Completed	Terminated
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Performance Indicators:	No Data	Well Below Target	Below Target	On Target	Above Target	Well Above Target
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### Key to +/- Column:

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## Tor Bay Harbours Detailed Report 2016/17

Performance Indicators									
Status	Code	Title	+/-	Prev Year End	Annual Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
On Target	TDAMS01	<u>TDAMS01 Harbour estate lettings occupancy</u>	+	98.30%	100.00%	99.15%	99.15%	100.00%	100.00%
On Target	TDAMS04	<u>TDAMS04 Navigation Lights availability</u>	+	99.85%	100.00%	99.85%	99.71%	99.58%	99.45%
Well Above Target	TDAMS07	<u>TDAMS07 Brixham Harbour Fish Tolls</u>	+	£644,354.11	£571,000.00	£158,708.82	£305,111.32	£574,402.26	£805,441.71
On Target	THARB08	<u>To Produce and Review a Risk Register for the Business Unit</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
Well Below Target	THARB11	<u>Reduce the number of reportable accidents including (RIDDOR)</u>	-	8	2	1	5	7	7
On Target	THARB17	<u>Implement the safety management improvement plan</u>	+	95%	100%	n/a	n/a	n/a	100%
On Target	THARB17	<u>Implement the safety management improvement plan</u>	+	n/a	100%	n/a	n/a	n/a	100%
On Target	THARB21	<u>Test and Review a Business Continuity Plan for the Business Unit</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB23	<u>To Reduce Staff Absence</u>	-	2.202%	2.5%	1.5%	3.5%	2.8%	2.5%
Above Target	THARB26	<u>% Variation on Budgeted Income - Tor</u>	+	8.47%	0.00%	1.30%		11.80%	20.40%

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## Tor Bay Harbours Detailed Report 2016/17

Performance Indicators									
Status	Code	Title	+/-	Prev Year End	Annual Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
		<b><u>Bay Harbour Authority</u></b>							
Below Target	THARB27	<b><u>% Variation on Budgeted Expenditure - Tor Bay Harbour Authority</u></b>	-	6.33%	0.00%	2.70%		11.80%	18.40%
On Target	THARB29	<b><u>Issue local Notices to Mariners Within Accepted Timescales</u></b>	+	Yes	Yes	Yes	Yes	Yes	Yes
On Target	THARB31	<b><u>Safety Management System audit completed and improvement plan agreed</u></b>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB31	<b><u>Safety Management System audit completed and improvement plan agreed</u></b>	+	n/a	Yes	n/a	n/a	n/a	Yes
On Target	THARB32	<b><u>Review and exercise the Tor Bay Harbour Emergency Response Plan</u></b>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB35	<b><u>Refresh the Tor Bay Harbour Website</u></b>	+	Yes	Yes	Yes	Yes	Yes	Yes
On Target	THARB37	<b><u>Continue Benchmarking through relevant trade and professional associations</u></b>	+	Yes	Yes	Yes	Yes	Yes	Yes
On Target	THARB39	<b><u>Complete Equality Impact Assessments</u></b>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB40	<b><u>Implement Equality Impact Assessment Improvement Plans</u></b>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB42	<b><u>To review the Tor Bay Harbour Operational Moorings Policy</u></b>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB59	<b><u>Agree the Tor Bay Harbour Authority Business Plan</u></b>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB60	<b><u>Produce an Asset Management Plan for the Business Unit</u></b>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB62	<b><u>Set the Tor Bay Harbour Charges and</u></b>	+	Yes	Yes	n/a	n/a	n/a	Yes

## Tor Bay Harbours Detailed Report 2016/17

### Performance Indicators

Status	Code	Title	+/-	Prev Year End	Annual Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
		<b>Harbour Budget</b>							
On Target	THARB70	<u>Annual audit/inspection from Trinty House</u>	+	Yes	Yes	n/a	n/a	n/a	Yes
On Target	THARB74	<u>To hold quarterly meetings with harbour users and stakeholders</u>	+	Yes	Yes	Yes	Yes	Yes	Yes
Well Above Target	THARB76	<u>Number of Maritime Events supported</u>	+	47	55	n/a	n/a	n/a	66

### Projects

Project Status	Code	Title	Project End	Last Review Date	Achieved	Missed	Arising
Milestone Missed	THARB67	<u>Influence decision making over the management measures of the new SAC in Torbay</u>	31/03/2017 (due)	03/09/2016 (overdue)			
On Hold	THARB55	<u>Working with stakeholders to investigate options to improve the management of the new Fish Market</u>	31/03/2017	29/04/2016			

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**Meeting:** Harbour Committee

**Date:** 26<sup>th</sup> June 2017

**Wards Affected:** Berry Head with Furzeham

**Report Title:** Employment Use at Oxen Cove

**Executive Lead Contact Details:** Non-Executive Function

**Supporting Officer Contact Details:** Kevin Mowat  
Executive Head of Business Services  
Tor Bay Harbour Master  
Telephone: 01803 292429  
Email: [Kevin.Mowat@torbay.gov.uk](mailto:Kevin.Mowat@torbay.gov.uk)

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## 1. Purpose

- 1.1 The Harbour Committee is being asked to authorise work to further explore and develop options related to the provision of facilities in Oxen Cove, or adjacent to Freshwater Quarry, at Brixham harbour, that will support the shellfish industry.
- 1.2 Additional feasibility work, including design and cost estimates, is now required to develop a viable business case linked to new revenue streams and external grant funding.
- 1.3 It will be necessary to commission the Torbay Development Agency and/or other specialist professional support services to undertake the work identified in 1.2 above.

## 2. Proposed Decision

- 2.1 That the Harbour Committee is supportive of proposals for the development and future use of Oxen Cove and/or Freshwater Cove to provide facilities connected with the shellfish industry.
- 2.2 That the Executive Head of Business Services is authorised to work up detailed proposals for a dedicated landing jetty adjacent to Oxen Cove or Freshwater Quarry.
- 2.3 That the Executive Head of Business Services is authorised to work up detailed proposals for a shellfish storage, depuration and processing facility in or adjacent to Oxen Cove or Freshwater Quarry.
- 2.4 That the Executive Head of Business Services is authorised to investigate and develop an application for external funding and identify suitable fishing industry partners.

**2.5 That, subject to a viable business case, the Executive Head of Business Services is asked to submit detailed proposals in a further report to the Harbour Committee and Council, to enable development to commence.**

### **3. Action Needed**

- 3.1 If authorised by the Harbour Committee, the Executive Head of Business Services will need to commission the Torbay Development Agency and/or other specialist professional support services, to develop more detailed proposals for the future use of Oxen Cove and/or Freshwater Cove in response to a growing demand for new facilities in support of the local shellfish industry.
- 3.2 The Executive Head of Business Services will need to continue to work with the shellfish sector and in particular the mussel farm industry as well as those that handle, distribute and export live crab. Discussions with the sector will help to determine the exact nature of the required specialist facilities and the preferred locations.
- 3.3 It will also be necessary to identify all potential sources of external funding as well as suitable investment partners within the shellfish industry. A viable business case needs to be developed and a further report presented to the Harbour Committee and the Council.

### **4. Summary**

- 4.1 A growing demand exists for new infrastructure and processing facilities in support of the shellfish sector of the fishing industry in Brixham.
- 4.2 Further work is necessary to establish the exact needs of the sector, understand the grant funding opportunities that exist, identify suitable investment partners and to produce a viable business plan that can be presented to the Harbour Committee and the Council.
- 4.3 The future use of Oxen Cove and/or the Freshwater Quarry area of Brixham, for employment purposes, is clearly identified in a number of strategic plans. In particular the Torbay Local Plan, the Tor Bay Harbour Port Masterplan and the emerging Brixham Peninsula Neighbourhood Plan.

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## **Supporting Information**

### **5. Position**

- 5.1 Brixham harbour remains the largest fishing port in England and Wales in terms of the value of the fish landed and/or sold on the market. In 2016/2017 the total value of the fish sold on Brixham fish market amounted to £35.7m with some £805k passing through the harbour account in the form of fish tolls.
- 5.2 A £22m regeneration scheme in 2010/11 led to the construction of a new fish market and landing facilities, which were formally opened by HRH Princess Royal in March 2011. This investment in modern and fit for purpose facilities has seen an increase in the number of vessels landing at Brixham and an associated growth in

the value of fish sold on the market.

- 5.3 In recent years both existing and new shellfish operators have expressed an interest in developing specific facilities for the handling, storage, depuration and processing of their products. The investment and regeneration of the fish market and associated facilities in 2010/11 was not particularly aimed at the shellfish sector although early proposals did see buildings designed with salt water extraction and these were to be located in Oxen Cove. However, this element of the regeneration scheme was later removed as a cost reduction measure.
- 5.4 One particular local company, Offshore Shellfish Ltd (OSL), have had extended discussions with the Harbour Authority and the Torbay Development Agency. OSL have agreed that their Outline Business Development Plan can form part of this report and it is attached as Appendix 1.
- 5.5 Offshore Shellfish Ltd (OSL) was established to develop the first fully offshore, large scale, suspended rope grown mussel farm in Europe. Brixham was chosen as their shore base due to its existing infrastructure and the evidence shown for future potential described in the Tor Bay Harbour Port Masterplan. The first phase began build-out in 2016 and approximately 150 headlines are currently in place and these are expected to produce a harvest in 2017 of around 1,000 tonnes. Additional headlines will be added over the next few years, which will steadily increase production capacity to around 10,000 tonnes per year. Over the next five years, the staged development will see the company increase the total annual production of farmed mussels in the UK by 40% and generate a first sale value of £10m ~ £15m. Assuming that these values can be achieved a new revenue stream of between £250,000 and £375,000 per year could be generated based on landing fees of 2.5%. As the offshore farm develops towards full production it will have the capacity to harvest and despatch 50 to 100 tonnes of high quality mussels per day in bulk.
- 5.6 In order to supply the market, OSL has an urgent need for an onshore wet storage facility. This will facilitate storage of a buffer stock that will enable OSL to give better continuity of supply of live mussels to its customers during periods of poor weather. The facility will also allow the company to rest and re-water the mussels after the stress of harvesting; this will reduce losses and improve quality and shelf life, making long distance live transport more practical. In addition to facilitating better quality product for the bulk markets, the wet storage units will feed directly into adjacent primary and secondary processing, packing and chilling facilities.
- 5.7 The overall requirement for a company such as OSL is for a quayside building with a ground floor area of around 2,000m<sup>2</sup>. Further space would be needed on upper floors for offices, laboratory, development kitchen, staff facilities and a storage space for packaging. It is feasible that a viewing area/product sampling area could be built in to enable visitors to tour the facility and educational groups to be accommodated.
- 5.8 Predicted mussel landings from OSL during 2017/18 can be reasonably accommodated within the current infrastructure of Brixham harbour, but from 2018/19 onwards predicted volumes mean that it will be necessary to have a dedicated landing berth and OSL have indicated that it would be most practical for the jetty to be adjacent to the wet storage and processing facility.

- 5.9 OSL's proposed development will bring significant employment and other economic benefits to the Torbay region, as well as an economic benefit to the national economy through exports or indeed the reduction of imports. OSL currently employ 8 people and are recruiting 4 more in 2017. These are full time salaried positions with training and long-term career possibilities in a growing and sustainable industry. The company have an existing 15m harvesting vessel and a new 24m harvesting vessel arriving this summer. At full production OSL expect to have other additional vessels, around 20 seagoing crew, 3 maintenance yard staff, 5 administration, sales and management personnel, and 50 or more staff in the wet store and processing plant, depending on throughput and product types. In total this one employer could generate in the region of 80 jobs based in Brixham.
- 5.10 Oxen Cove is currently used for a variety of different purposes including car parking, coach parking, boat storage and other miscellaneous storage. Freshwater Quarry is also used for car parking and the South West Coastal Footpath runs along the seaward edge of both areas.
- 5.11 In the Torbay Local Plan, Policy SS5 identifies Oxen Cove & Freshwater Cove for mixed use harbourside development with a focus on marine related employment uses. Policy SDB1 sets out the growth for the Brixham Strategic Delivery Area, with a clear indication that Oxen Cove provides an opportunity for the Neighbourhood Plan to include the site as a source for employment floor space, indicating 2,000m<sup>2</sup>. There are several other references within the Local Plan that suggest that Oxen Cove is allocated for employment, targeted at the maritime sector.
- 5.12 The Tor Bay Harbour Port Masterplan suggests that a new reclaimed area along the south western side of the Outer Harbour should provide *"a berth for Pelagic fishing vessels, facilities for a hatchery and shellfish storage and depuration, a boat maintenance facility, a recreational slipway (to replace the Oxen Cove slipway), boat repair businesses, boat building & marine related retail premises, additional car parking and boat storage, a Facilities Building for a new marina and improved access to Oxen Cove"*. Reclaiming land may well be cost prohibitive but without additional space, the existing area of Oxen Cove is simply not large enough to accommodate all of the activities identified in the above statement. It can be seen from Appendix 2 that even a smaller footprint of 1650m<sup>2</sup> will occupy the majority of the available space in Oxen Cove. The Port Masterplan goes on to say that Oxen Cove is a good site for marine related industry.
- 5.13 Policy E1 within the emerging Brixham Peninsula Neighbourhood Plan sets employment land and Oxen Cove is identified, along with Freshwater, as collectively allocated for 2000m<sup>2</sup> of floor space. The draft Plan also refers to a short re-alignment of the route of the South Devon Coastal Path to accommodate the change to employment use, which is eminently sensible and for safety reasons, entirely necessary.



## **6. Preferred Solution/Option**

- 6.1 For the Harbour Committee to be supportive of proposals for the development and future use of Oxen Cove and/or Freshwater Cove for employment purposes so as to provide facilities connected with the shellfish industry.
- 6.2 For the Executive Head of Business Services to commission the Torbay Development Agency and/or other specialist professional support services to undertake additional feasibility work, including design and cost estimates for a dedicated landing jetty adjacent to Oxen Cove or Freshwater Quarry, along with new shellfish processing facilities. Basic floor plans and initial design work, along with provisional costs can be seen in Appendices 2 to 4.
- 6.3 For the Executive Head of Business Services to investigate and develop an application for external funding and identify suitable fishing industry partners, so that a viable business plan that can be presented to the Harbour Committee and the Council.

## **7. Consultation**

- 7.1 The Torbay Local Plan, the Tor Bay Harbour Port Masterplan and the emerging Brixham Peninsula Neighbourhood Plan have all undergone extensive public consultation exercises. Furthermore the Brixham Harbour Liaison Forum is aware of proposals for the Oxen Cove area.
- 7.2 As part of the more detailed feasibility work additional stakeholder groups will be contacted regarding these proposals, however, the allocation of space in the Oxen Cove/Freshwater Quarry area for employment related use (a departure from the existing uses) represents a policy that is well established in a range of strategic plans.
- 7.3 Any future construction work on or over the water will require a marine license issued by the Marine Management Organisation. Also, the development of land based facilities will require planning consent. Both of these consent processes will incorporate further public consultation.

## **9. Risks**

- 9.1 A budget will be required to commission additional feasibility work, including design and cost estimates for a dedicated landing jetty and new shellfish processing facilities. There is a possibility that these proposals may not reach the development/construction phase and therefore the funding for this work is being undertaken at risk.
- 9.2 There is a risk that marine licensing and land use planning consent is not forthcoming but this matter is mitigated by clear policy statements within a range of existing and emerging strategic plans.
- 9.3 Development in Oxen Cove/Freshwater Quarry for employment use may upset local residents and ramblers using the South West Coastal Footpath. Local residents should be aware of the policies within the local strategic plans and it is an established practice to divert public footpaths around areas where the operational needs of the harbour have primacy.

- 9.4 There is a risk that a significant opportunity will be missed for the local shellfish industry, as well as the local economy and local employment, if the Council do not explore further the potential for a dedicated landing jetty, along with new processing facilities, in the Oxen Cove/Freshwater Quarry area.

## **Appendices**

- Appendix 1 Offshore Shellfish Ltd – Outline Business Development Plan - May 2017  
Appendix 2 Drawing – Oxen Cove Mussel Processing Facilities – Option 1 – Nov 2016  
Appendix 3 Drawing – Oxen Cove Mussel Processing Facilities – Option 2 – Nov 2016  
Appendix 4 Cost Estimates - Mussel Processing Facilities & Landing Jetty – Nov 2016

## **Additional Information**

The following documents/files were used to compile this report:

Tor Bay Harbour Authority Port Masterplan – July 2013  
[www.tor-bay-harbour.co.uk/harbours/aboutus/portmasterplan](http://www.tor-bay-harbour.co.uk/harbours/aboutus/portmasterplan)

Torbay Local Plan 2012 ~ 2030  
[www.torbay.gov.uk/localplan](http://www.torbay.gov.uk/localplan)

Brixham Peninsula Neighbourhood Plan Preliminary Summary Consultation Document  
January 2017  
[www.brixhampeninsula.com/comment/documents](http://www.brixhampeninsula.com/comment/documents)



## LYME BAY MUSSEL FARM

### OUTLINE BUSINESS DEVELOPMENT PLAN

#### Background

Offshore Shellfish Ltd (OSL) has been established to develop the first fully offshore, large scale, suspended rope grown mussel farm in Europe. It is a family company, managed by John and Nicki Holmyard, who have been in the industry since the late 1980s.

A feasibility study into the potential for offshore mussel culture was carried out by OSL in 2007, which identified Lyme Bay as possessing the required biological, physical and socio-economic characteristics to support such a development. Brixham was chosen as the shore base for OSL due to its existing infrastructure and the evidence shown for future potential described in the Tor Bay Harbour development plans.

A Crown Estate lease and MMO license were obtained for two areas of 600 hectares each and one area of 340 hectares, with permission granted to deploy a total of 790 headlines once a 3-year pilot study had provided proof that mussel farming in the area could be undertaken sustainably on a commercial basis in the offshore environment.

The pilot study proved to be particularly successful in terms of growth rates and product quality, and gave the company confidence to attract significant inward investment to develop the farm to its full extent. The first phase began build-out in 2016 and approximately 150 headlines are currently in place carrying varying ages of stock. These will result in a harvest in 2017 of around 1,000 tonnes, and the equipment will be reused to provide a similar crop annually thereafter. Additional headlines will be added over the next few years, which will steadily increase production capacity to around 10,000 tonnes per year.

This ground-breaking development is in response to the growing long term demand at global, European and UK level for high quality marine protein produced in an environmentally sustainable way. Over the next five years, the staged development will see the company increase the total annual production of farmed mussels in the UK by 40%, and generate a first sale value of £10-£15 million.

As the offshore farm develops towards full production it will have the capacity to harvest and despatch 50-100 tonnes of high quality mussels per day in bulk. This will enable it to access the main Northern European processors in Holland, who handle up to 100,000 tonnes per year for onward sale to France and Belgium.

However, there is also a domestic market in the UK where per capita consumption of mussels is currently one of the lowest in Europe but is steadily growing, giving considerable scope for expansion. In the UK, we currently consume an average of about 140g per person

# Appendix 1

per year, whereas the average Belgian consumes about 5kg per year. If the British were to develop a Belgian style appetite for mussels, then we would need to grow 350,000 tonnes just for the domestic market!

## **Onshore Facility Requirement**

In order to supply the market, OSL has an urgent need for an onshore wet storage facility. This will facilitate storage of a buffer stock that will enable OSL to give better continuity of supply of live mussels to its customers during periods of poor weather. The facility will also allow the company to rest and re-water the mussels after the stress of harvesting; this will reduce losses and improve quality and shelf life, making long distance live transport more practical.

In addition to facilitating better quality product for the bulk markets, the wet storage units will feed directly into adjacent primary and secondary processing, packing and chilling facilities. These will enable the company to service major UK and European outlets such as multiple retail and food service sectors with finished, packaged value added, branded product directly instead of only bulk product via other processors.

The facility will also provide the opportunity to develop new and innovative product lines, which will help to open up new markets and encourage new consumers in the UK and abroad. Development of time stable products which can be transported long distances, will enable Offshore Shellfish Ltd mussels from Brixham to be available to a global market.

The overall requirement is for a quayside building with a ground floor area of around 2,000m<sup>2</sup> with further space needed on upper floors for offices, laboratory, development kitchen, staff facilities and storage space for packaging. It is feasible that a viewing area/product sampling area could be built in to enable visitors to tour the facility and educational groups to be accommodated.

## **Landing Jetty**

Predicted landings during 2017 can be reasonably accommodated within the current infrastructure of Brixham Harbour, but from 2018 onwards predicted volumes mean that it will be necessary to have a dedicated landing berth. It would be most practical for the jetty to be adjacent to the wet storage and processing facility.

## **Economic benefits**

OSL's proposed development will bring significant employment and other economic benefits to the Torbay region, and an economic benefit to the national economy through exports or the reduction of imports.

OSL currently employs 8 people and is recruiting 4 more in 2017. These are full time salaried positions with training and long-term career possibilities in a growing and sustainable industry

We have a new 24m harvesting vessel arriving this summer, and at full production, we expect to have additional vessels, around 20 seagoing crew, 3 maintenance yard staff, 5 admin, sales and management personnel, and 50 or more staff in the wet store and processing plant, depending on throughput and product types. These positions will include

## Appendix 1

process line workers, forklift drivers, scientific and analytical staff, quality controllers, product developers, maintenance engineers and a range of other roles.

Support industries such as transport, engineering, chandlery and fuel supply will also benefit from the proposed development and Brixham harbour itself will benefit from the major increase in landing fees.

We believe that the established reputation of Brixham for high quality seafood will be further enhanced by also gaining a reputation as the UK centre of high quality mussel production. We intend to make full use of the image and reputation of Brixham and the South West in branding and promotion of our mussels. We further believe that we will be able to integrate with other marine business who are looking for facilities within the Brixham harbour development project, and that we can become a critical part of the Brixham seafood hub that drives much of the economy in the region.

We have seen the evidence of this in several other parts of the world where major mussel farming development has become an important part of the economy and the local way of life. Havelock, a small town on the Marlborough Sounds in New Zealand for example, has been transformed in recent years by growth of the mussel industry. This has come about by investment in land reclamation for processing plants, harbour facilities and local infrastructure. Much of the country's mussel production is now processed there, with the vast majority going for export. Tourism there has integrated well with the mussel industry, with farm and factory tours, mussel festivals, a famous mussel restaurant, a mussel wine, and a general pride in what they are doing.

*One of two mussel processing plants in Havelock, New Zealand*



## Appendix 1

*The town is proud of its mussel industry*



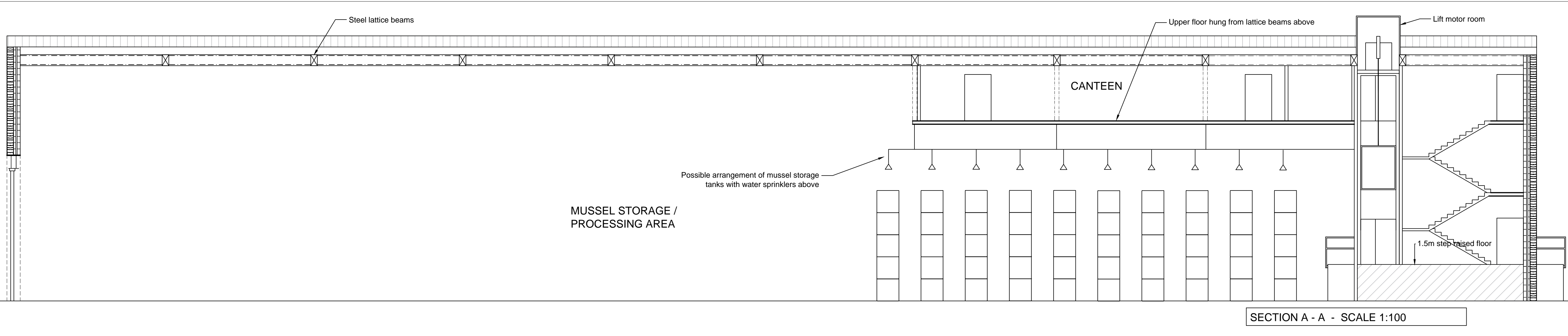
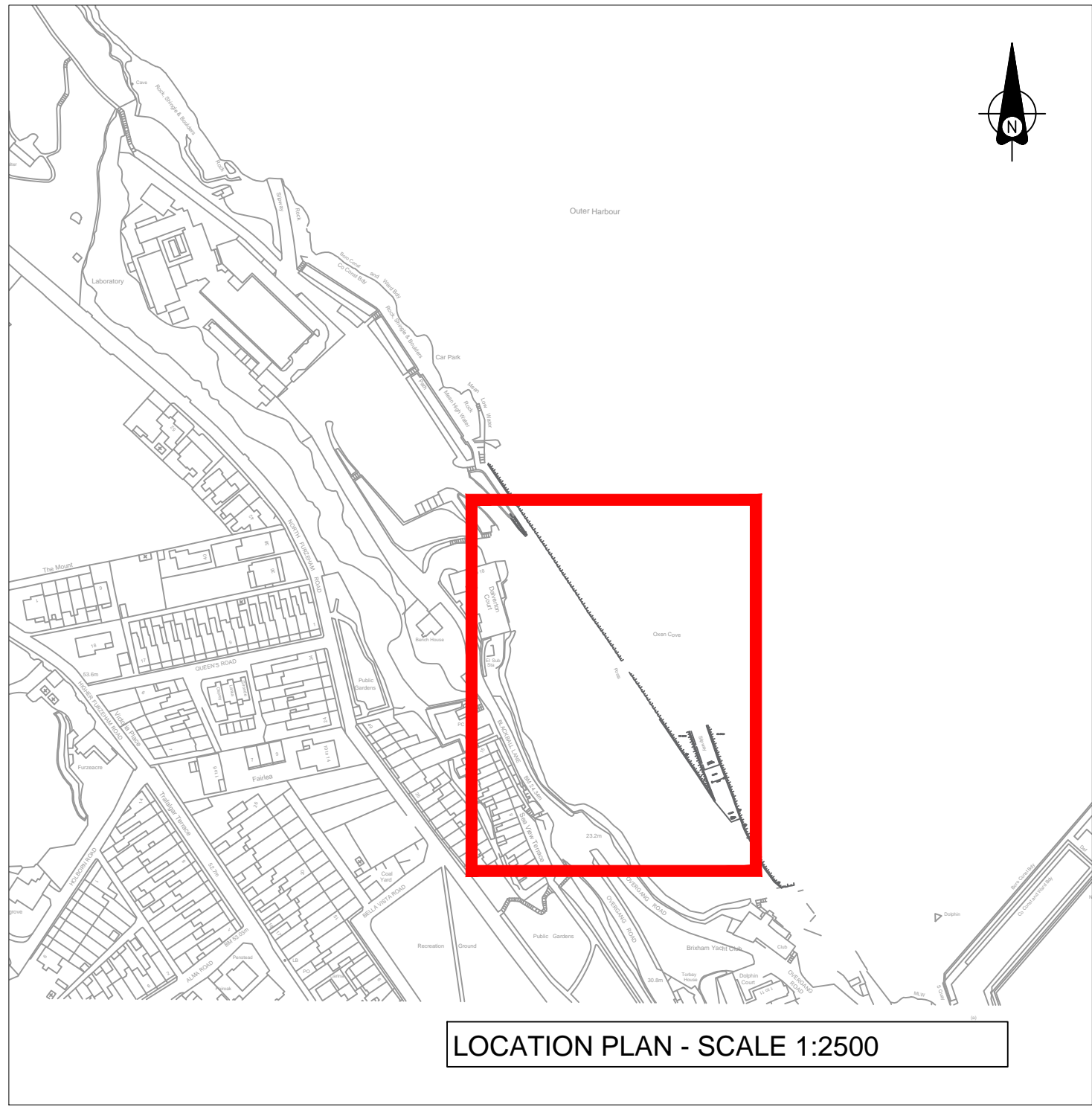
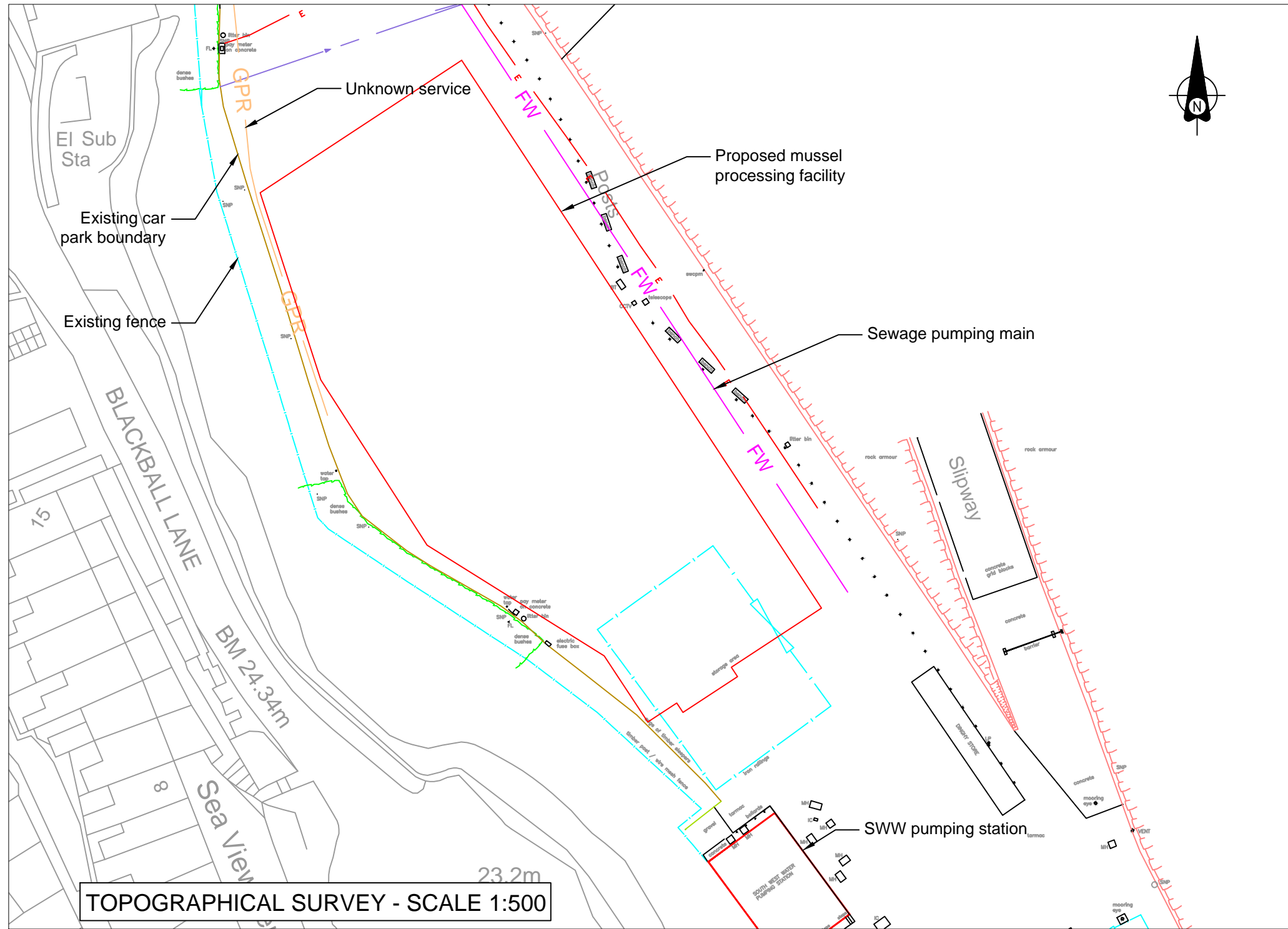
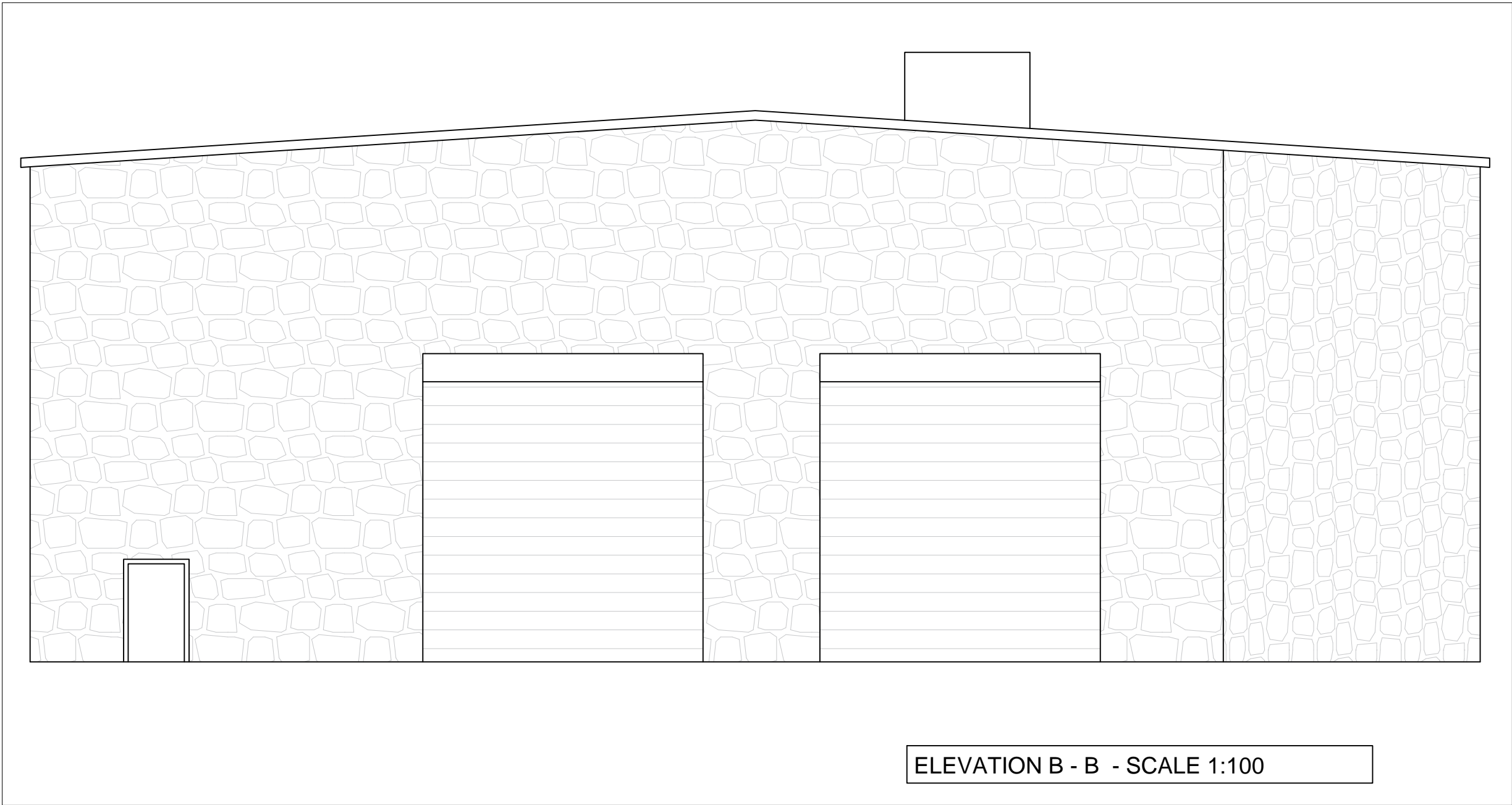
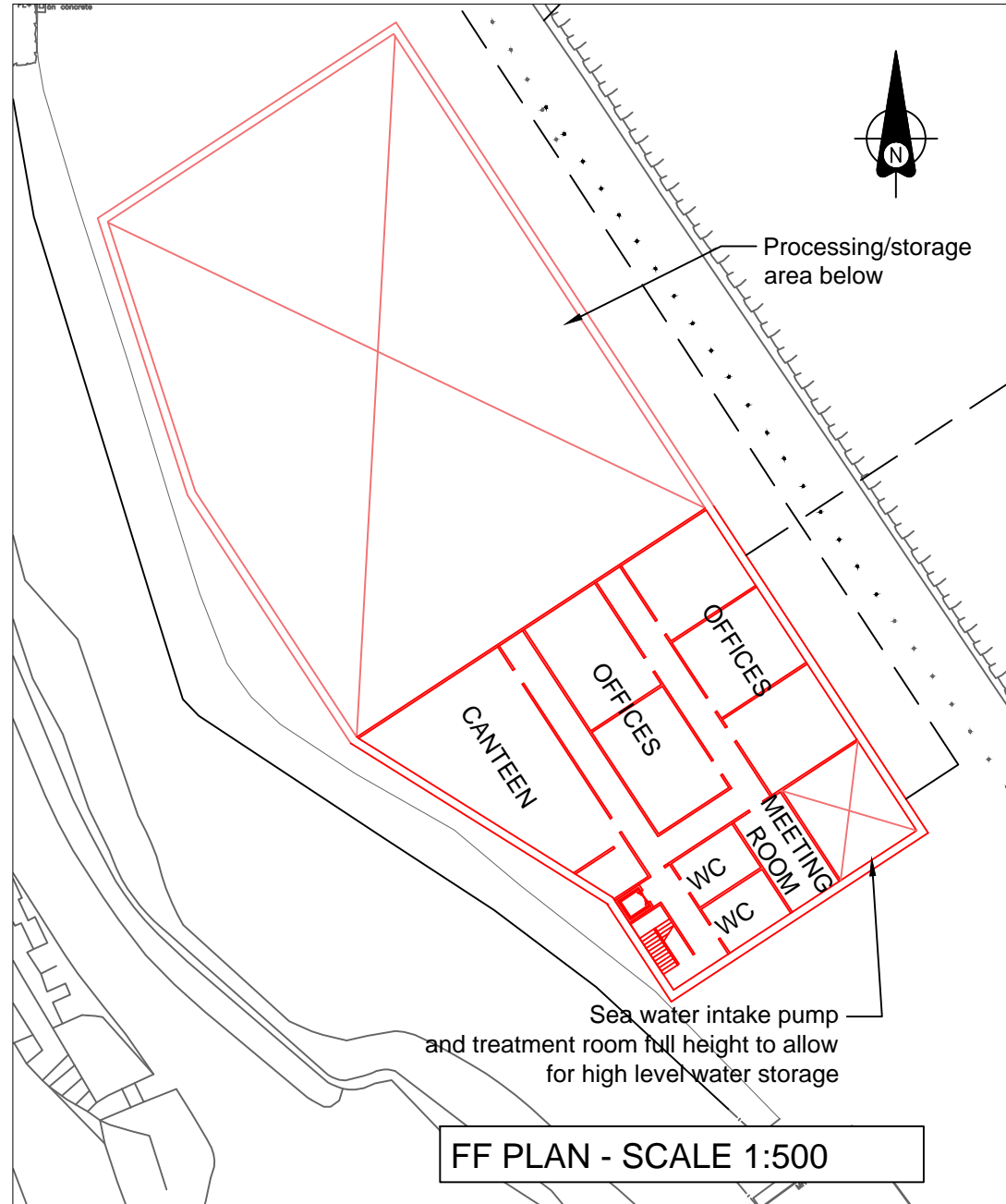
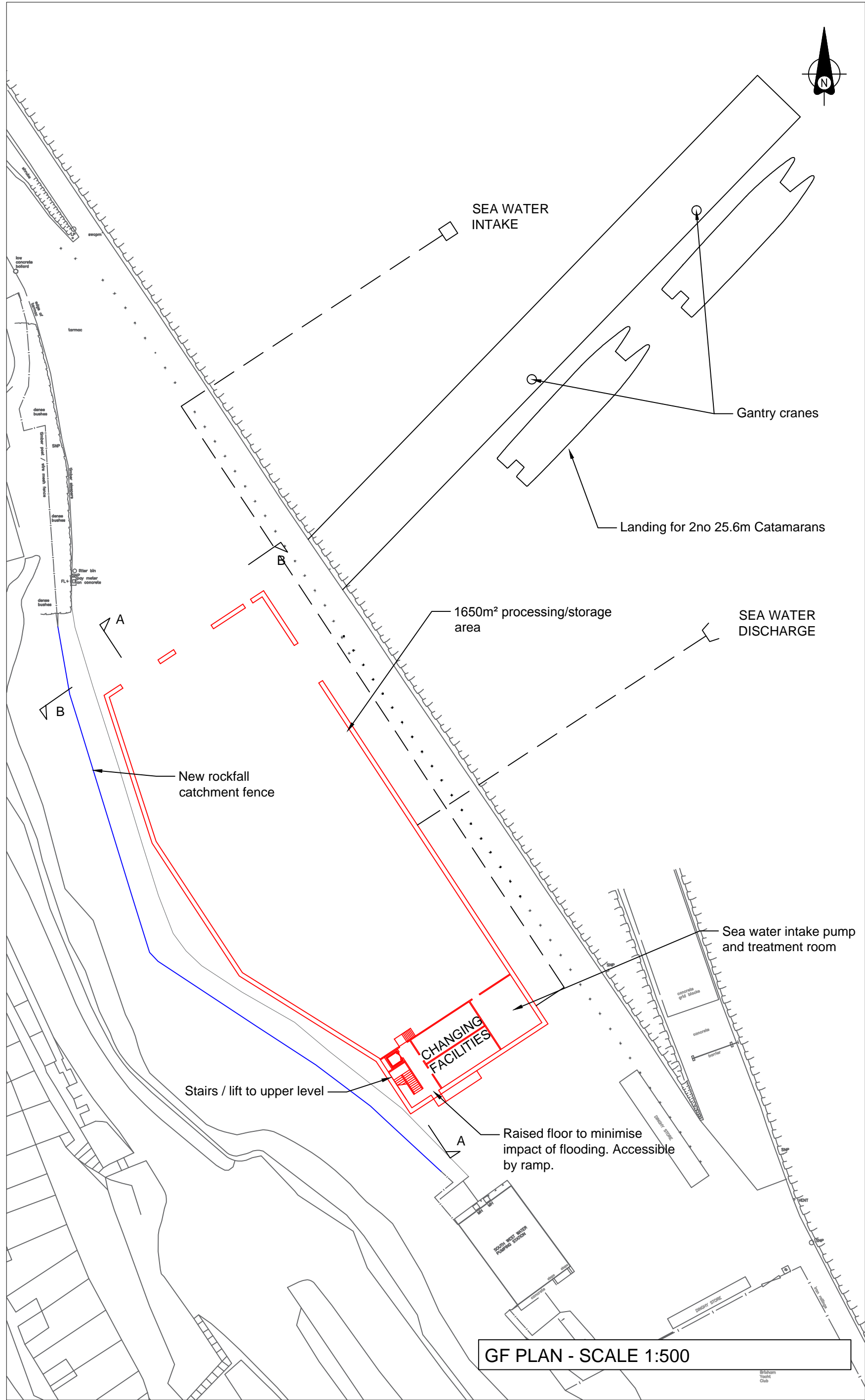
*Which provides considerable and varied employment opportunities*



OSL believes that with the creation of the proposed infrastructure and processing unit, we can create a similarly positive impact for Torbay.

*John and Nicki Holmyard  
May 2017*





REVISIONS				
no.	date	by	checked	details

rev: A  
drawing number 10/6/7/ocd - 05

NOTES	
no.	details
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	FF office, etc area - 575m²

drawn	TR	scale(s)	As Shown @ A1
checked		date	01/11/2016

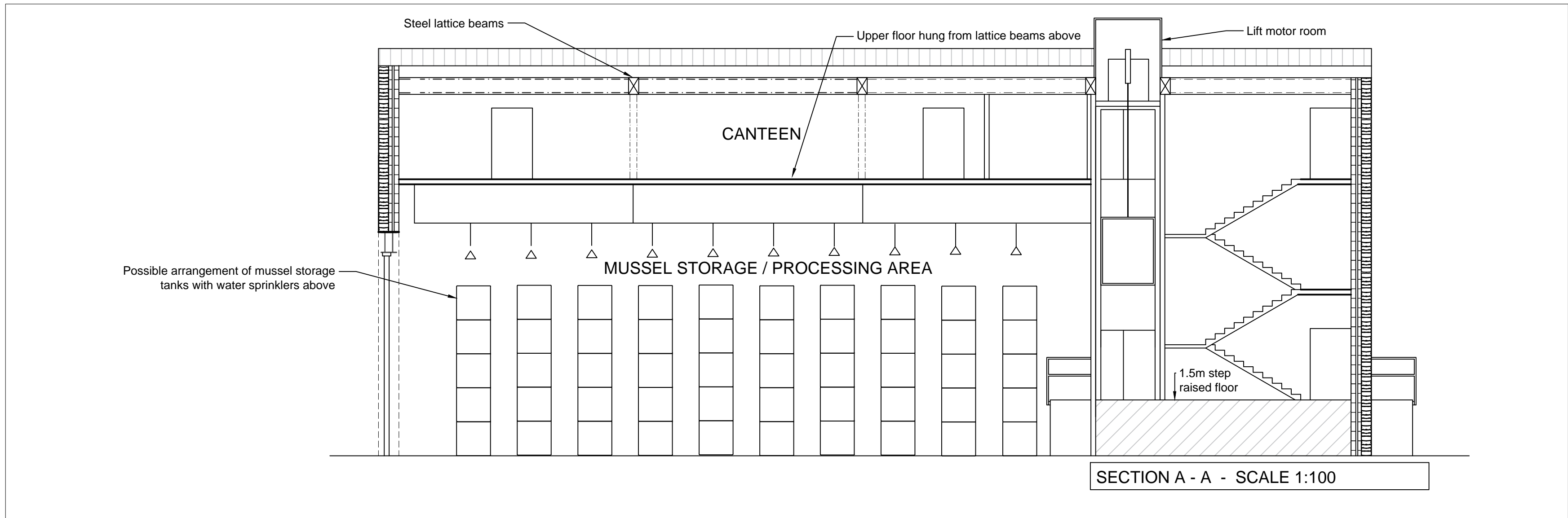
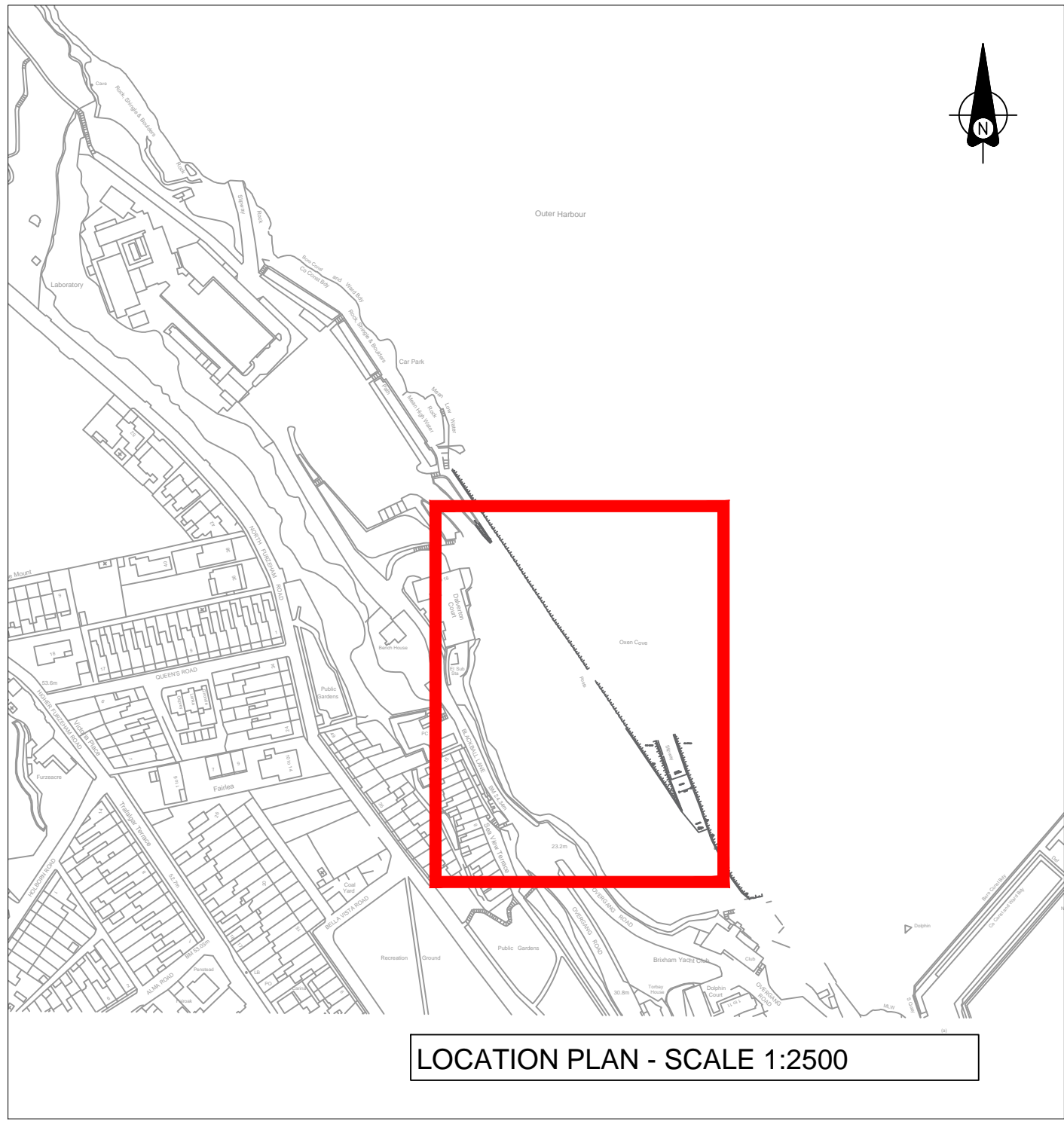
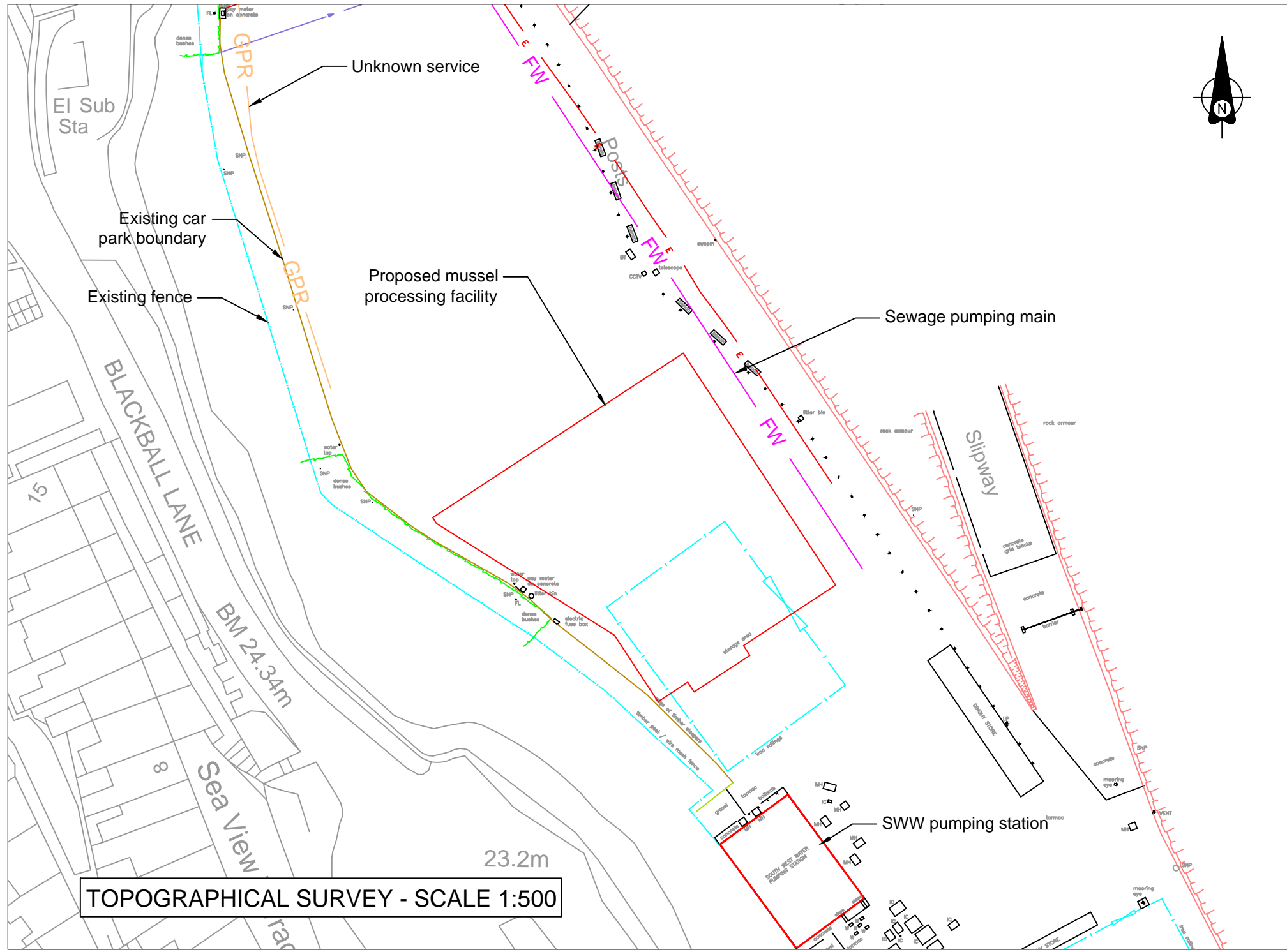
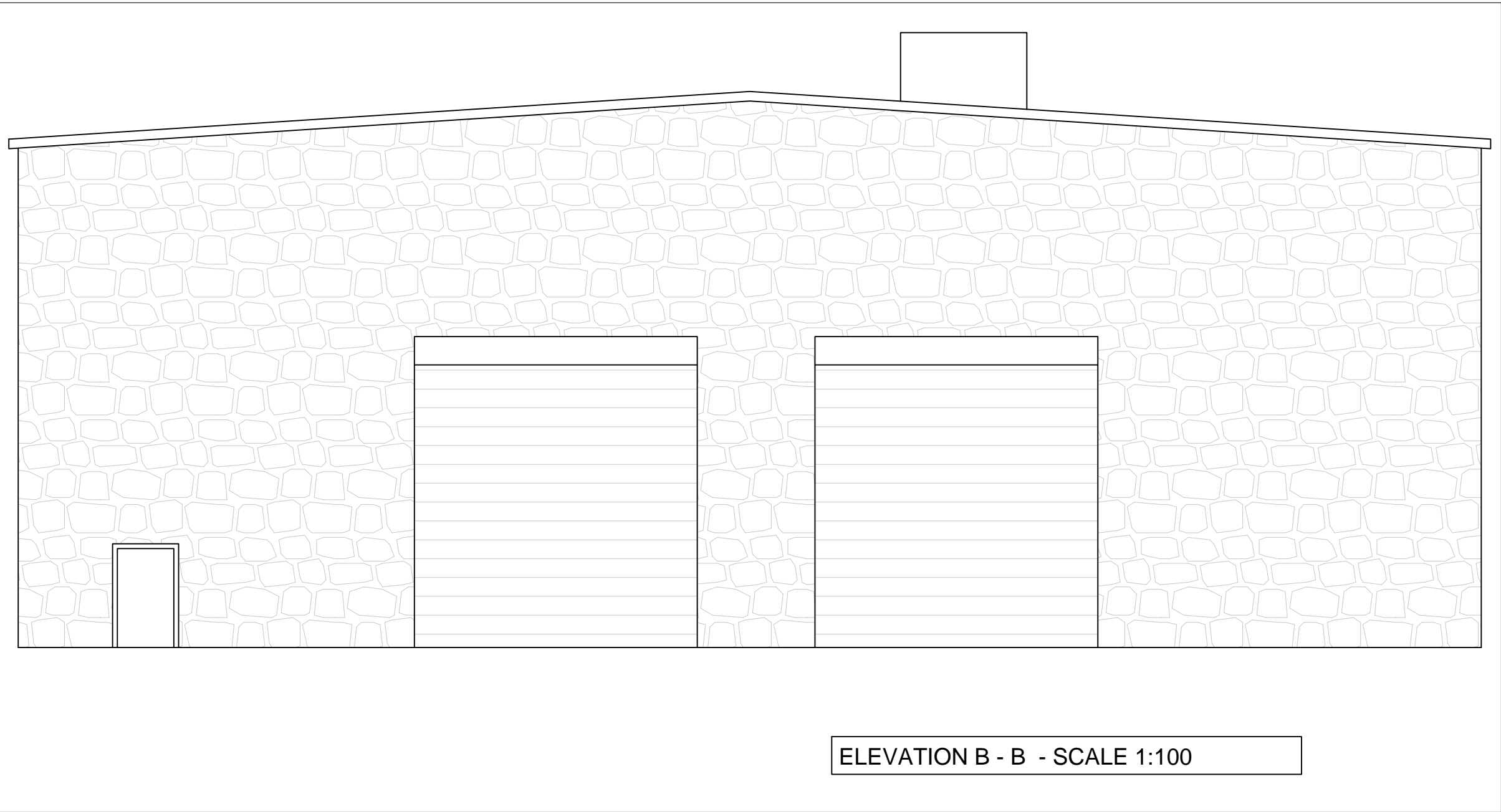
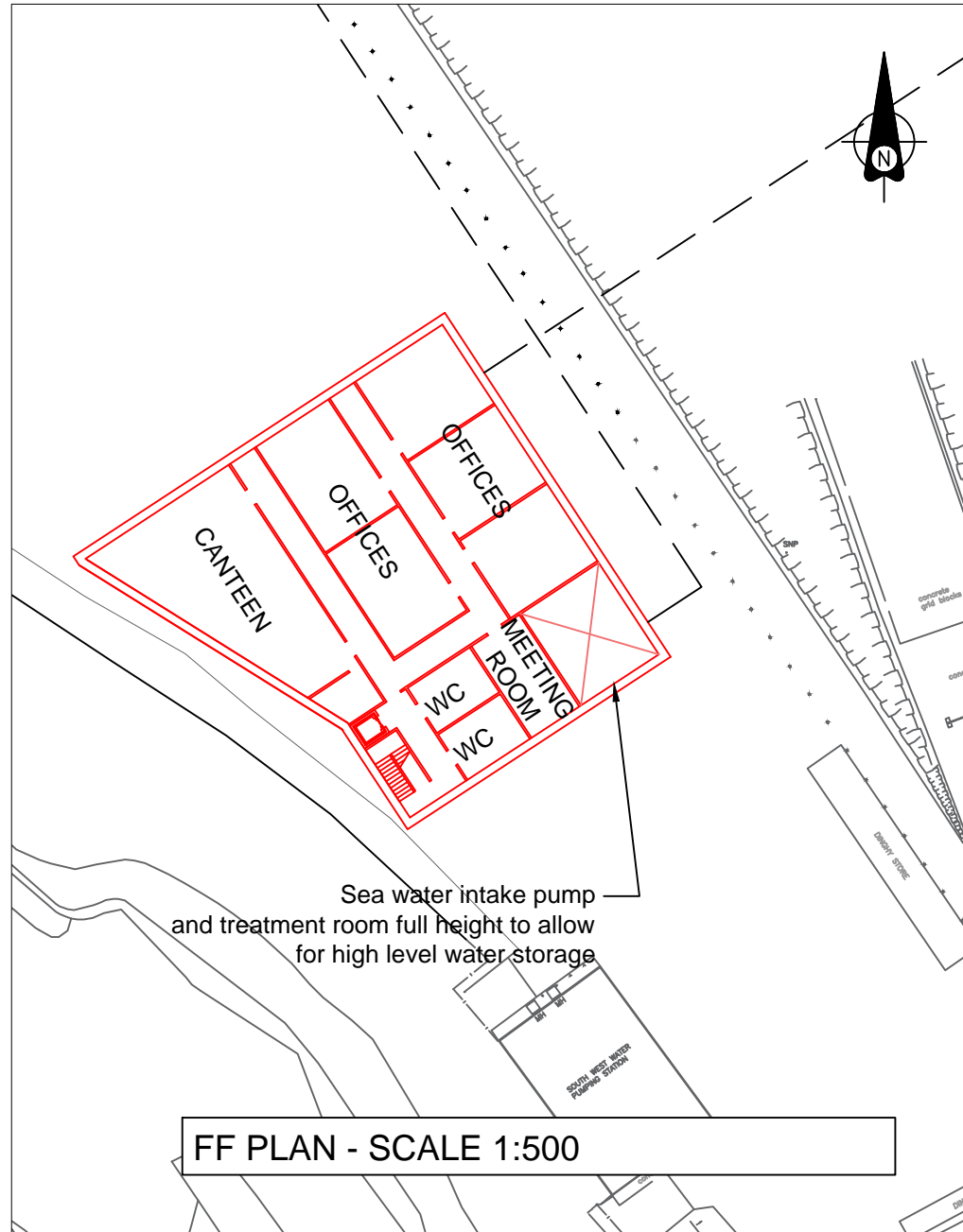
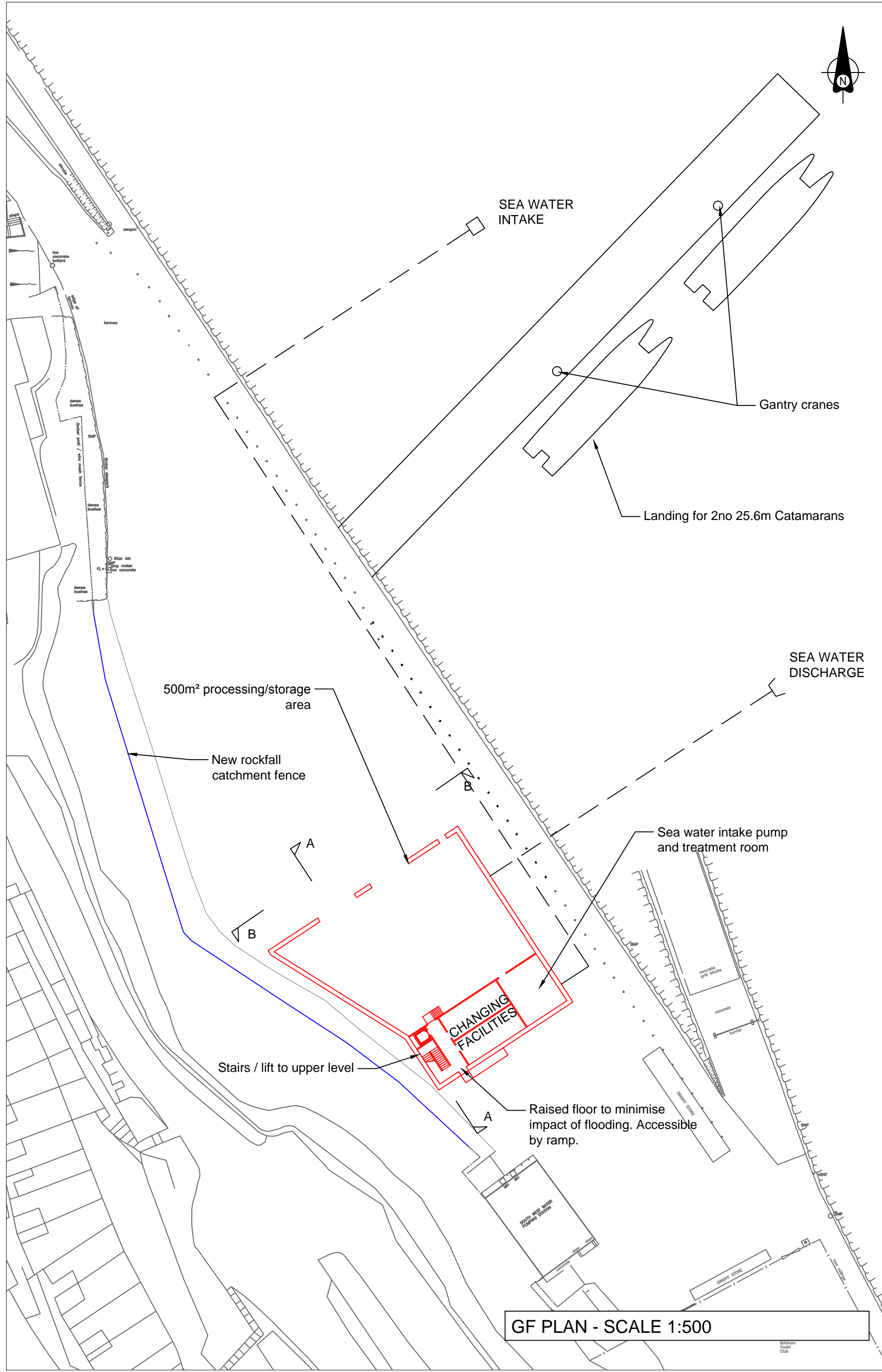




SCHEME TITLE  
**OXEN COVE MUSSEL PROCESSING FACILITIES**

DRAWING TITLE  
**OPTION 1**

drawing number	rev:
10/6/7/ocd - 05	A





REVISIONS					drawing number	rev.
no.	date	by	checked	details		
					10/6/7/ocd - 06	A
NOTES						
no.	details					
	GF reception / changing facility, etc. area - 90m <sup>2</sup>					
	FF office, etc area - 575m <sup>2</sup>					
drawn	TR		scale(s)		As Shown @ A1	
checked			date		01/11/2016	
<div><div>T D A</div><p>TORBAY DEVELOPMENT AGENCY TOR HILL HOUSE TORQUAY, TQ2 5QW TEL. 01803 208973 ; FAX. 01803 208976</p></div>						
<div><p>SCHEME TITLE</p><p>OXEN COVE MUSSEL PROCESSING FACILITIES</p></div>						
<p>DRAWING TITLE</p> <p>OPTION 2</p>						
drawing number					rev.	
10/6/7/ocd - 06						



**OXEN COVE, BRIXHAM**

**SUMMARY OF ESTIMATES FOR PROPOSED MUSSEL PROCESSING FACILITY AND JETTY**

**Layout A - Final Configuration**

GF STORAGE & PROCESSING FLOOR AREA	1,650	m2
GF OFFICE FLOOR AREA	90	m2
FF OFFICE FLOOR AREA	575	m2

**Layout B - Initial Configuration**

GF STORAGE FLOOR AREA	500	m2
GF OFFICE FLOOR AREA	90	m2
FF OFFICE FLOOR AREA	575	m2

OPTION	BUILDING COST	JETTY	SEAWATER INTAKE & DISCHARGE	FEES	CONTINGENCY	TOTAL
A - Design and Build Layout A	£3,657,000	£1,076,000	£809,000	£757,000	£950,000	£7,249,000
B - Design Layout A. Build Layout B	£1,960,000	£1,076,000	£809,000	£757,000	£781,000	£5,383,000
C - Design and Build Layout B	£1,960,000	£1,076,000	£809,000	£590,000	£756,000	£5,191,000
D - Design Layout A. Build Layout B including the Layout A Substructure	£2,270,000	£1,076,000	£809,000	£757,000	£812,000	£5,724,000

**Meeting Title**
**Torquay & Paignton Harbour Liaison Forum**
**Venue**

Torquay Harbour Office

**Date**

7<sup>th</sup> June 2017 at 1:00 pm

**Present**

Capt K Mowat (KM)  
Cllr N Bye (NB)  
Cllr N Amil (NA)  
Mr A Peach (AP)  
Cllr R Stringer (RS)

Mr S Pinder (SP)  
Mr M Stewart (MS)  
Mr M Ellis (ME)  
Mr Jason Bond (JB)  
Mr D Buckpitt (DB)

Mr A Rayner (AR)  
Mr T Ekers (TE)  
Miss A Colmer (AC)  
Mr T Morris (TM)

1. Apologies
2. Welcome
3. Minutes of the last meeting – 8<sup>th</sup> March 2017
4. Matters Arising from the last meeting –
  - a) Marine Conservation Zones
  - b) Security Cameras
  - c) Direct debit admin charge
5. Capital Works
  - a) Haldon Pier – update
  - b) Princess Pier – update
  - c) Town Dock 'V' Pontoon
6. Maritime Events 2017
7. Royal Torbay Yacht Club Building
8. Harbour Light Restaurant and Masterplan Development opportunity
9. Quarterly Accident & Incident Data
10. Tor Bay Harbour Pilotage Directions
11. Budget Outturn 2016/17
12. Harbour Committee - Upcoming Agenda

<b>1.</b>	<b>Apologies for Absence</b>	<b>Action</b>
	Apologies were received from the Mayor, Mike Smith, Marshall Ritchie, Mike Ould and Chris Robson.	
<b>2.</b>	<b>Welcome</b>	<b>Action</b>
	KM welcomed everyone to the meeting and in particular, TM, as it was his first meeting.	

3.	<b>Minutes of the Last Meeting</b>	<b>Action</b>
	Everyone agreed that the minutes were an accurate record of the last meeting.	
4.	<b>Matters Arising</b>	<b>Action</b>
(a)	<b>Marine Conservation Zones</b> - KM reported that he had nothing further to report since the last Forum, other than an exchange of emails with Natural England within which the harbour authority reiterated its position as a concerned stakeholder. KM agreed to prepare a draft letter drafted that can be sent from Cllr Bye to the Secretary of State for the Environment after the General Election.	<b>KM</b>
(b)	<b>Security Cameras</b> – KM advised the Forum that this subject had been discussed in depth at the recent Harbour Users meeting. He said that the harbour authority are currently waiting on the Council's decision regarding the corporate CCTV system. DB suggested applying for central government funding to provide security cameras. KM commented that it would be difficult to achieve such funding but alternative funding options will always be considered. It is important that harbour customers feel safe but they always have a choice and a higher level of security is offered by MDL but their customers do pay more for that service.	
(c)	<b>Direct debit admin charge</b> – KM informed the Forum that the issue surrounding the charge for this facility has not yet been resolved but he fully intends to find a solution before the next charging period.	
5.	<b>Capital Works</b>	<b>Action</b>
a)	<p><b>Haldon Pier &amp; Princess Pier – Update</b></p> <p>KM informed the Forum that the funding from the Environment Agency (EA) has now all been used for works carried out on both Haldon Pier and Princess Pier; KM stated the majority of the works have been carried out on Princess Pier for the underwater scour damage and seaward steps infilling. KM added that officers are currently looking into the opportunity to bid for further funding from the EA.</p> <p>KM mentioned that Hollicombe beach had recently seen some rock armouring works but that further coastal protection work had now been identified at Oil Cove. It might be possible to obtain additional EA funding for this area of work.</p> <p>The Forum were also made aware of the need to repair some of the steel and timber promenade on Princess Pier. This work formed part of the Council's Capital Plan.</p>	
b)	<p><b>Town Dock 'V' Pontoon</b></p> <p>KM informed the Forum that the harbour authority are currently in the process of procuring this new structure. This work involves the installation of a heavier weight/sturdier pontoon to replace the existing 'V' pontoon on the Town Dock. KM confirmed that the current price for this work does not include replacing the existing piles.</p>	
6.	<b>Maritime Events 2017</b>	<b>Action</b>
	<p>KM started by thanking everyone for their support and help in making the Tor Bay Air Show a huge success and a safe event. Leisure boat owners and passenger vessels behaved very well and he reported that numbers of spectator craft were significantly up from last year.</p> <p>TM commented that many boats did not go out to watch the Air Show display, as they were concerned about anchoring in 50ft water. SP mentioned that he did discuss bringing the Exclusion Zone further in with the event organisers this year; however, the guidelines for such displays required the restrictions that were implemented. SP added that he would discuss with the flight operators next year about bringing the zone closer to shore. A feedback discussion then followed on a range of Air Show issues.</p>	<b>All to note</b>

	<p>KM handed over to SP to give a briefing on the upcoming events for 2017 and beyond. MS commented that Harbour Master's Notices were often being delivered into people's junk email. Many Forum members agreed that they have been experiencing a similar problem. SP said that he is aware of this issue and there are different reasons for this problem happening. KM added that the harbour authority are in discussion with the Council's IT department to try to find a solution to this issue.</p> <p>SP advised everyone that the harbour authority would be introducing a new process of scheduling maritime events three years in advance. The schedule will be in a provisional format and available to view online later this year.</p>	
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7.	Royal Torbay Yacht Club Building	Action
	<p>KM informed the Forum that the Royal Torbay Yacht Club (RTYC) are currently looking into the option to move to new building premises closer to the immediate Beacon Quay area. The Club had identified the space between the two D-day embarkation ramps, adjacent to the entrance of the Town Dock. KM stated that the next step would be to try to get the Harbour Committee to agree 'in principle' to such a proposal.</p> <p>AP gave a PowerPoint presentation showing how the plans would benefit the RTYC but he advised that the drawings were merely at the concept stage. He informed the Forum that if such support were forthcoming the Club would be confident to move to a more detailed feasibility phase and wider consultation, etc.</p> <p>Members of the Forum then asked various questions of KM and AP. It was NB's view that this type of new development could potentially add vibrancy but wanted to know more about the practical implications on day-to-day operations. KM stated that vehicle access to the harbour would be unaffected but there would need to be a reconfiguration of the access on and off the Town Dock.</p> <p>AP advised it would improve and promote the RTYC's sustainability as they cannot afford their current building and the new site will be more efficient on running costs and they will be funding the building as much as they can themselves.</p> <p>MS commented on the Yacht Club's limited opening times. The response from AP was that the RTYC office is operated the same amount of hours equally throughout Summer and Winter.</p> <p>JB asked a range of questions relating to the user clauses of existing quayside leases and how this might be impacted by the RTYC's proposals.</p> <p>DB suggested situating the building along South Pier by Yachtsman's Steps, as there is currently not much in that location. TM proposed asking Living Coasts but KM commented that this has already been explored.</p> <p>It was concluded that a report should be taken to the Harbour Committee and/or AP should provide a PowerPoint presentation.</p>	<p><b>KM</b></p> <p><b>KM &amp; AP</b></p>

8.	Harbour Light Restaurant and Masterplan Development opportunity	Action
	<p>KM informed the Forum that the Harbour Committee supported the Harbour Light Restaurant redevelopment in March and the matter was now going to be considered the full Council on 22nd June. Council will be asked to support a request for borrowing to fund the development. If approved, the project will go ahead subject to planning etc.</p> <p>KM mentioned that the Town Centres Regeneration Project Board has been discussing the redevelopment of the south side of Paignton Harbour for a while now. The challenge for such a project would be to make the proposals sufficiently viable such that a suitably sized surplus would be generated for reinvested in Paignton town centre. A number of ideas were discussed but it was agreed that the Town Centres Regeneration Project Board would need to brief the Harbour Committee when the proposals are more fully developed. In the meantime, discussion were ongoing with the existing tenants.</p>	<p><b>All to note</b></p>

<b>9.</b>	<b>Quarterly Accident &amp; Incident Data</b>	<b>Action</b>
	<p>KM reported that there has been 16 reported accidents/incidents and near misses since 1st December 2016. This figure is an improved position as it is down from 23 that were reported over the same period in the previous year. KM ran through the type and nature of the various incidents. A discussion was held regarding the recent speedboat engine fire. This accident and incident data will also be presented and discussed at the next meeting of the Harbour Committee. KM advised that there is now an online form for reporting accident/incidents or near misses.</p>	<b>All to note</b>
<b>10.</b>	<b>Tor Bay Harbour Pilotage Directions</b>	<b>Action</b>
	<p>KM advised that the Pilotage Directions for Tor Bay Harbour would be reviewed by a Working Party later this summer and the directions will be considered for amendment if required.</p> <p>MS mentioned that he was still concerned about the lobster pot issue outside of Brixham harbour and has now noticed there is a similar issue, although not as severe, when approaching Torquay harbour. KM informed MS that the Brixham issue would be raised at the Brixham Harbour Liaison Forum meeting the next day. DB asked if it is within the powers of the harbour authority to make potting/non potting zones. KM commented that he will explore the new Powers of Direction to see what can be done to resolve the issue, Also, KM agreed to speak with Vic Ellery as he attends the IFCA meetings. DB also suggested putting plastic clip on the pot lines to indicate which pots belonged to which fishermen.</p>	<b>KM</b>
<b>11.</b>	<b>Budget Outturn 2016/17</b>	<b>Action</b>
	<p>KM reported that the harbour authority's budget outturn figure for 2016/17 had produced a surplus of £54,000, which will go into the harbour reserve fund. The higher income was due to better than expected income from fish tolls, property leases and harbour dues. The figures will be published by way of a report to the Harbour Committee on 26<sup>th</sup> June.</p>	<b>All to note</b>
<b>12.</b>	<b>Harbour Committee</b>	<b>Action</b>
	<p>KM briefly ran through the items on the Agenda for the meeting of the Harbour Committee on the 26<sup>th</sup> June 2017.</p>	<b>All</b>

**Next Meeting  
Venue  
Future meetings**

**Torquay Harbour Office**

11 <sup>th</sup> September 2017	10.30 am
20 <sup>th</sup> November 2017	10.30 am
5 <sup>th</sup> March 2018	10.30 am

**Dates of Harbour  
Committee Meetings**

26 <sup>th</sup> June 2017	5.30 pm (Torquay)
5 <sup>th</sup> December 2017	5.30 pm (Torquay)
19 <sup>th</sup> March 2018	5.30 pm (Torquay)

<b>Meeting Title</b>	<b>Brixham Harbour Liaison Forum</b>
<b>Venue</b>	Brixham Harbour Office
<b>Date</b>	8 <sup>th</sup> June 2017 at 10.30am

<b>Present</b>	Capt. K Mowat (KM) Mr D Bartlett (DB) Cllr V Ellery (VE)	Mr M Stewart (MS) Mr D Faithful (DF) Mr D Saunders (DS)	Mrs A Blackburn (AB)
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<b>Agenda Items</b>	<ol style="list-style-type: none"> <li>1. Apologies</li> <li>2. Welcome</li> <li>3. Minutes of the last meeting – 9<sup>th</sup> March 2017</li> <li>4. Matters Arising from the last meeting-             <ol style="list-style-type: none"> <li>a) Marine Conservation Zones</li> <li>b) Passenger pontoon fendering</li> <li>c) New work boat – update</li> <li>d) Direct Debit charge</li> <li>e) Security staff ongoing cover</li> </ol> </li> <li>5. Capital Works             <ol style="list-style-type: none"> <li>a) Oxen Cove compound</li> <li>b) New kayak racks</li> </ol> </li> <li>6. Maritime Events 2017</li> <li>7. Development of Oxen Cove</li> <li>8. Strand Quay Extension</li> <li>9. Quarterly Accident &amp; Incident Data</li> <li>10. Tor Bay Harbour Pilotage Directions</li> <li>11. Budget Outturn 2016/17</li> <li>12. Harbour Committee - Upcoming Agenda</li> </ol>
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<b>1.</b>	<b>Apologies for Absence</b>	<b>Action</b>
	Apologies were received from Cllr Nicole Amil and Cllr Nick Bye.	

<b>2.</b>	<b>Welcome</b>	<b>Action</b>
	KM welcomed everyone to the meeting.	

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

<b>4.</b>	<b>Matters Arising from the Last meeting</b>	<b>Action</b>
	<p>a) <b>Marine Conservation Zones (MCZs)</b> – KM reported that he had nothing further to report since the last Forum, other than an exchange of emails with Natural England within which the harbour authority reiterated its position as a concerned stakeholder. KM agreed to prepare a draft letter drafted that can be sent from Cllr Bye to the Secretary of State for the Environment after the General Election.</p> <p>b) <b>Passenger pontoon fendering</b> - DB updated the Forum that the new fenders have been ordered and paid for and are due to be installed by a local contractor within the next month. These fenders are being installed to safeguard the pontoon from damage and passenger boats should continue to deploy their own fenders as required.</p> <p>c) <b>New work boat – update</b> – DB informed that Forum that the harbour authority is very pleased with the new work boat, however, there have been a few snagging issues which are currently being dealt with and funded by the boat builder.</p> <p>d) <b>Direct Debit charge</b> - KM informed the Forum that the issue surrounding the charge for this facility has not yet been resolved but he fully intends to find a solution before the next charging period.</p> <p>e) <b>Security staff ongoing cover</b> – KM advised the Forum that after looking into the annual budgets for the full-time Dockmasters and the external Security Guard contract, it was decided that the harbour authority would explore the possibility of offering a longer term to the current security contractor, if in return they were willing to train up the staff to use the fork-lift trucks and the VHF radio. This matter is ongoing and KM expects to make a decision soon.</p>	<p><b>KM/NB</b></p> <p><b>KM</b></p> <p><b>KM/DB</b></p>

<b>5.</b>	<b>Capital works</b>	<b>Action</b>
	<p>a) <b>Oxen Cove compound</b> – DB advised the Forum that the works to the compound have been successfully completed, giving a much larger area for boat storage, he also reported that the facility is now full occupied.</p> <p>b) <b>New kayak racks</b> – DB informed the Forum that the new kayak racks are up and running and proving to be very popular and there could be a possibility of having more added in the future.</p>	

<b>6.</b>	<b>Maritime Events</b>	<b>Action</b>
	<p>KM started by thanking everyone for their support and help in making the Tor Bay Air Show a huge success and a safe event. Leisure boat owners and passenger vessels behaved very well and he reported that numbers of spectator craft were significantly up from last year. KM informed the Forum that during the Heritage Regatta there was an incident where two vessels collided, which resulted in a severe leg injury to a person on board one of the vessels. He advised that this accident is under investigation.</p>	<b>All to note</b>

	<p>KM advised everyone that the harbour authority would be introducing a new process of scheduling maritime events three years in advance. The schedule will be in a provisional format and available to view online later this year.</p>	
<b>7.</b>	<b>Development of Oxen Cove</b>	<b>Action</b>
	<p>KM advised that he was intending to take a report to the Harbour Committee, on the 26<sup>th</sup> June 2017, to address the issue of the potential development of Oxen Cove for employment use. This change of use for the area is supported by the Torbay Local plan, the Port Masterplan and the emerging Neighbourhood Plan. It is hoped that this report will allow the Harbour Committee to make the first step towards agreeing the proposal for a new shellfish processing plant and landing jetty, which could provide valuable new jobs in Brixham. There are also plans for a commercial boat maintenance and repair facility. VE commented that the whole town of Brixham is fully behind the scheme.</p>	<b>KM</b>
<b>8.</b>	<b>Strand Quay extension</b>	<b>Action</b>
	<p>KM informed the Forum that there are plans to create a new pier/jetty, made of timber and steel, adjacent to the Strand Quay. A full report will be presented to the Harbour Committee later in the month.</p>	<b>KM</b>
<b>9.</b>	<b>Quarterly Accident &amp; Incident Data</b>	<b>Action</b>
	<p>KM reported that there has been 16 reported accidents/incidents and near misses since 1st December 2016. This figure is an improved position as it is down from 23 that were reported over the same period in the previous year. KM ran through the type and nature of the various incidents. This accident and incident data will also be presented and discussed at the next meeting of the Harbour Committee. KM advised that there is now an online form for reporting accident/incidents or near misses.</p>	<b>All to note</b>
<b>10.</b>	<b>Tor Bay Harbour Pilotage Directions</b>	<b>Action</b>
	<p>KM advised that the Pilotage Directions for Tor Bay Harbour will be reviewed by a Working Party later this summer and the directions will be considered for amendment if required. MS raised his concerns regarding the amount of fishing pots that are lying between the mussel farm and the first starboard hand buoy. He said that they cause a hazard to navigation. DB addressed his concerns and informed the Forum that the pots are cuttle traps and are only in the area for a short time over the cuttle season. Unfortunately the recent easterly winds had meant that the fishermen had dragged their pots into this area. DB assured the Forum that the pots have recently been removed and should not be a problem again this year. KM advised that there needs to be further educational work carried out with the fishing industry to highlight this concern and potential danger to navigation. He also suggested that VE bring this matter to the attention of the IFCA.</p>	<p><b>KM/DB</b></p> <p><b>VE</b></p>
<b>11.</b>	<b>Budget Outturn 2016/17</b>	<b>Action</b>
	<p>KM reported that the harbour authority's budget outturn figure for 2016/17 had produced a surplus of £54,000, which will go into the harbour reserve fund. The higher income was due to better than expected income from fish tolls, property leases and harbour dues. The figures will be published by way of a report to the Harbour Committee on 26<sup>th</sup> June.</p>	<b>All to note</b>



<b>12.</b>	<b>Harbour Committee – Upcoming Agenda</b>	<b>Action</b>
	KM briefly ran through the items on the Agenda for the meeting of the Harbour Committee on the 26 <sup>th</sup> June 2017.	<b>All</b>

**Next Meeting**

**Venue**

**Future meetings**

**Brixham Harbour Office**

14<sup>th</sup> September 2017 10.30 am

17<sup>th</sup> November 2017 10.30 am

8<sup>th</sup> March 2018 2.00 pm

**Dates of Harbour**

**Committee Meetings**

26<sup>th</sup> June 2017 5.30 pm (Torquay)

5<sup>th</sup> December 2017 5.30 pm (Torquay)

19<sup>th</sup> March 2018 5.30 pm (Torquay)