

HARBOUR COMMITTEE

A meeting of **Harbour Committee** will be held on

Monday, 4 September 2023

commencing at **5.30 pm**

The meeting will be held in the Meadfoot Room, Town Hall, Castle Circus,
Torquay, TQ1 3DR

Members of the Committee

Councillor Strang

Councillor Brook

Councillor Carter

Councillor Fellows

Councillor Fox

Councillor Penny

Councillor Twelves

External Advisors

Mr Day and Mr Young

Together Torbay will thrive

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Governance Support, Town Hall, Castle Circus, Torquay, TQ1 3DR

Email: governance.support@torbay.gov.uk - www.torbay.gov.uk

HARBOUR COMMITTEE AGENDA

1. **Apologies**

To receive apologies for absence, including notifications of any changes to the membership of the Committee.

2. **Minutes**

To confirm as a correct record the Minutes of the meeting of the Committee held on 5 June 2023.

(Pages 4 - 5)

3. **Declarations of interest**

- (a) To receive declarations of non pecuniary interests in respect of items on this agenda

For reference: Having declared their non pecuniary interest members may remain in the meeting and speak and, vote on the matter in question. A completed disclosure of interests form should be returned to the Clerk before the conclusion of the meeting.

- (b) To receive declarations of disclosable pecuniary interests in respect of items on this agenda

For reference: Where a Member has a disclosable pecuniary interest he/she must leave the meeting during consideration of the item. However, the Member may remain in the meeting to make representations, answer questions or give evidence if the public have a right to do so, but having done so the Member must then immediately leave the meeting, may not vote and must not improperly seek to influence the outcome of the matter. A completed disclosure of interests form should be returned to the Clerk before the conclusion of the meeting.

(Please Note: If Members and Officers wish to seek advice on any potential interests they may have, they should contact Governance Support or Legal Services prior to the meeting.)

4. **Urgent items**

To consider any other items that the Chairman decides are urgent.

5. **Brixham Lighting Update**

6. **Harbour Master report (Port Marine Safety Code)**

For Members to note the latest accident statistics for the Harbour Authority's operational area as follows:

- a) Safety Management System
- b) Accumulate
- c) Marnis Reports
- d) Legislation
- e) Elberry Cove

7. **Financial Update (Budget Monitoring)**

(2)

(Pages 6 - 7)

8. AOB

9. Exclusion of the Press and Public

To consider passing a resolution to exclude the press and public from the meeting prior to consideration of the following item on the agenda on the grounds that exempt information (as defined by the Local Government (Access to Information) Act, 1985) is likely to be disclosed.

Minutes of the Harbour Committee

5 June 2023

-: Present :-

Councillor Strang (Chairman)

Councillors Carter, Brook, Fellows, Fox, Penny and Twelves (Vice-Chair)

30. Apologies

Apologies for absence were received from Mr Day and Mr Young, External Advisors to the Committee.

31. Minutes

The Minutes of the meeting of the Harbour Committee held on 27 March 2023 were confirmed as a correct record and signed by the Chairman.

32. Terms of Reference of the Harbour Committee

Members noted the Terms of Reference for the Harbour Committee which had been approved by Council on 24 May 2023. Members were advised that whilst the Harbour Committee meets four times a year there would be additional training and briefing sessions arranged in between meetings.

33. Harbour Asset Review Working Party

Members noted that the Harbour Committee was benefitting from the advice of two External Advisors and that up to five could be appointed. Members were asked to consider if there are any people, they know who have an interest or expertise within the maritime world that may be interested in being advisor to the Harbour Committee and ask them to approach the Harbour Master.

Members were asked to receive nominations for the External Advisor positions on the Harbour Asset Review Working Party.

Resolved:

That Mr Mark Day and Mr Barry Young be appointed to the Harbour Asset Review Working Party.

34. Harbour Budget Review Working Party

Members were asked to receive nominations for the External Advisor positions on the Harbour Budget Review Working Party.

Resolved:

That Mr Mark Day and Mr Barry Young be appointed to the Harbour Budget Review Working Party.

35. Port Marine Safety Code

Members received a presentation from the Tor Bay Harbour Master which set out the statutory responsibility of the Harbour Committee and Members that preside. The Tor Bay Harbour Master further explained the duties, powers and types of ports setting out the ambition to be the best municipal port in the country, that has a clear vision and plan in order to respond to funding opportunities that may arise. Members were advised that work was under way to develop the Marine Safety Management System to ensure that Harbour activities and functions comply with both Maritime and Coastguard Agency standards and corporate requirements.

36. Tor Bay Harbour Budget Outturn report 2022-2023

The Harbour Committee noted a report that provided Members with the details of the Tor Bay Harbour Authority final expenditure and income figures against budget targets for 2022/23. The Tor Bay Harbour Master informed Members that the Reserve Fund was being maintained at a healthy level however the funds were all committed and not surplus monies. Members noted the level of debtors and were advised by the Tor Bay Harbour Master that he was content with the process of claiming debt and would exercise powers afforded to him to seek all payment.

37. Harbour Committee Work Programme 2023/2024

Members noted the work programme for 2023/2024.

Chairman

HARBOUR REVENUE ACCOUNTS 2023/24 - BUDGET MONITORING

NOTES

- 1 Vacancy savings have accrued to date but there is uncertainty over the level of pay award for 2023/24 which may exceed savings and the overall budget provision.
- 2 Additional expenditure over budget has been incurred on improvement to a leased asset at Paignton Harbour Expenditure is likely to increase later by spend on approved work carried forward from 2022/23 with earmarked funding from the Reserve.
- 3 Water useage is reducing.
- 4 Survey costs in respect of a leased property at Paignton Harbour
- 5 Security ANPR system installed at Brixham Harbour.
- 6 The Council mintained Internal recharges at 2022/23 level.
- 7 Debt interest of various Harbour schemes:

	£k
Torquay Town Dock	81
Torquay Inner Harbour pontoons	54
Torquay Haldon Pier	81
Brixham Harbour Regeneration	282
Brixham Harbour Jetty	38
Harbour Light	16
	<u>552</u>

- 8 First phase of Conservancy works across the three harbours. Earmarked funding of £150k forms part of the current Reserve balance.
- 9 A leased property has been vacated at Brixham during the year and an evaluation of the future use of the building is being undertaken.
- 10 User facilities have achieved target at Paignton and Brixham. Torquay income is currently below budget and is being reviewed.
- 11 Income from Boat and Trailer Parking and advertising has exceeded budget expectations.
- 12 A reduced level was budgeted for Fish Buyer Licences pending a review which is ongoing. Charges have been invoiced for 2023/24.
- 13 Earmarked funding for the Conservancy spend at note 8.
- 14 Earmarked funding including schemes carried forward from 2022/23

New Humberside Rib	75
Brixham Harbour Concrete pads	1
Harbours & Prom LED lighting	8
Paignton Harbour TJ's roof	25
Tqy Harbour truck replacement	30
Bxm Harbour Chillers	160
Bxm Town Pontoon Fendering	40
Conservancy (balance)	100
Brixham Harbour moorings replacement	50
Total from Reserve	<u>489</u>