

Friday, 6 June 2025

HARBOUR COMMITTEE

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

Monday, 16 June 2025

commencing at **5.30 pm**

The meeting will be held in the Banking Hall, Castle Circus entrance on the left corner of the Town Hall, Castle Circus, Torquay, TQ1 3DR

Members of the Committee

Councillor Strang (Chairman)

Councillor Strang

Councillor Carter

Councillor Fellows

Councillor Fox

Councillor Fox

Councillor Penny

Councillor Twelves

External Advisor

Mr Day

A Healthy, Happy and Prosperous Torbay

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For information relating to this meeting or to request a copy in another format or language please contact:

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** (Pages 5 - 6)
To confirm as a correct record the Minutes of the meeting of the Committee held on 24 March 2025.
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. **Tor Bay Harbour Budget Out turn report 2024-2025** (Pages 7 - 14)
To consider a report on the above.
6. **Tor Bay Harbour Masters Safety and Management Report** (Pages 15 - 24)
To note a report on the above.
7. **Review of Harbour Committee Terms of Reference and Appointment of Harbour Appointments Sub-Committee** (Pages 25 - 36)
To review the Harbour Committee's Terms of Reference and appoint the Harbour Appointments Sub-Committee.

8. Port and Marine Safety Code and the role of the Designated Person

For Members to receive an introduction and presentation of the Port Marine Safety Code and the role of the Designated Person (DP) by James Hannon from ABPmer.

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Minutes of the Harbour Committee

24 March 2025

-: Present :-

Councillor Strang (Chairman)

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

14. Minutes

The Minutes of the meeting of the Harbour Committee held on 2 December 2024 were confirmed as a correct record and signed by the Chairman.

15. Port Marine Safety Code

Members noted a verbal report from the Interim Tor Bay Harbour Master on the Port Marine Safety Code Audit that was undertaken by the Maritime and Coastguard Agency. The audit reviewed Tor Bay Harbour Authority against the Port Marine Safety Code and the actions included within the recommended Action Plan.

16. Tor Bay Harbour Masters Safety and Management Report

The Interim Tor Bay Harbour Master provided a verbal update on the latest Health and Safety initiatives that had been undertaken across the Harbour Authority's operational areas. Members noted the report and welcomed the update.

17. Budget Monitoring 2024/2025

Members considered a report which provided an update on the overall budgetary position for Tor Bay Harbour Authority as of December 2024 compared against the approved budget.

The Harbour Committee noted:

- i. the latest revenue outturn projections and adjustments to the Reserve as set out in Appendix 1 to the submitted report;
- ii. the projected level of the harbour reserves by the end of 2024/25;
- iii. the Head of Tor Bay Harbour Authority's use of delegated powers to make decisions in relation to the harbour budget; and

- iv. the Head of Tor Bay Harbour Authority's' use of delegated powers to waive certain harbour charges (not exercised in the year to date).

18. Review of Delegated Authority

Members noted the Review of Delegated Authority report as presented by the Interim Director of Tor Bay Harbour Authority.

19. Torquay/Paignton and Brixham Harbour Liaison Forums

The Committee noted the Minutes of the Liaison Forums.

Chairman

Meeting: Harbour Committee **Date:** 16 June 2025

Wards affected: All Wards

Report Title: Tor Bay Harbour Budget Monitoring 2024/25 – Outturn

Report Contact Details:

Tim Jones, Head of Tor Bay Harbour Authority: tim.jones2@torbay.gov.uk

Ian Rowswell, Deputy Director of Finance: ian.rowswell@torbay.gov.uk

1. Purpose of Report

- 1.1 This report updates the Committee on the Outturn position for Tor Bay Harbour Authority as at end March 2025 compared against the annual budget for 2024/25, approved on 4th December 2023.

2. Reason for Proposal and its benefits

- 2.1 As a standing agenda item, this quarterly report is presented to each Committee meeting to enable appropriate oversight over spend against budget. It will help to understand spending pressures and mitigating actions in order to manage spend and maintain reserves at appropriate levels.

3. Recommendation(s) / Proposed Decision

1. That the Harbour Committee note the revenue outturn position and adjustments to the reserve for Tor Bay Harbour Authority for 2024/2025 as set out in Appendix 1 to the submitted report.

Appendices

Appendix 1: Harbour Revenue Account 2024-25 – Outturn Summary

Supporting Information

1. Introduction

- 1.1 The 2024/25 Tor Bay Harbour Authority budget was approved by the Committee on 4th December 2023. This is the fourth and final monitoring report for the 2024/25 financial year covering the period up to the end of March 2025.

2. Options under consideration

- 2.1 Appendix 1 to this report provides a summary of the Harbour revenue account outturn position for 2024/25, with associated notes and summary of the adjustments to the reserves.

3. Financial Opportunities and Implications

- 3.1 The Harbour revenue account made a surplus at year end of £89k, a significant improvement on the budgeted deficit of £109k. This was also an improvement on the surplus of £39k projected at quarter 3 (Q3) and is mainly due to the additional fish toll income received during the year, which has offset overspends on repairs and maintenance and less income received across areas such as mooring fees and pontoon berths.
- 3.2 The overspend of £100k across various premises budgets ended up being lower than forecast at Q3, and was mainly due to increased critical repairs & maintenance costs at Brixham Harbour, including replacement of the alarm system.
- 3.3 The fish toll income for the year exceeded the levels budgeted by almost £300k (27%) due to volumes being significantly higher than estimated. Income from marina rentals also exceeded budget due to higher than anticipated levels from previous years.
- 3.4 The Harbours contribution to Torbay Council's general fund was £657k, around the same level as the previous year. There is a general understanding (supported by previous reports and minutes) that this figure represents both a cash dividend and asset rental fee, but further detail on this has been requested. Further work is taking place to review this contribution and provide more detail to the Committee.
- 3.5 The Harbour Reserve balance at the start of the year was £1,311k and whilst it was still expected to reduce at Q3, the balance at year end has increased by £149k to £1,460k. The table below summarises the estimated movement.

Drawdown from Reserves	Budget	Projection Q3	Actual
		£k	£k
Balance at 1/4/24	(1,311)	(1,311)	(1,311)
Projected Outturn deficit/(surplus)	109	(39)	(89)
Interest received	(40)	(40)	(60)
Budgeted contribution from reserves	100	0	0
Brixham Town Pontoon fendering	0	40	0
Brixham Offices Fire Alarm	0	63	0
Balance at 31/3/25	(1,142)	(1,287)	(1,460)

3.6 The Harbour's outstanding borrowing liability is as follows:

Capital Scheme	Amount Borrowed	Start of Repayments	Principal outstanding 01/04/24	Principal outstanding 31/03/25
Town Dock (Torquay Harbour)	£1,140,000	2008/09	£292,508	£273,007
Town Dock (Torquay Harbour) - replacement	£1,201,000	2024/25	£1,201,000	£1,132,797
Haldon Pier (Torquay Harbour)	£1,200,000	2010/11	£688,639	£638,767
Brixham Harbour New Fish Quay Development	£4,750,000	2011/12	£3,305,224	£3,171,404
Torquay Inner Harbour pontoons (Inner Dock)	£800,000	2014/15	£581,012	£553,226
Brixham Harbour Jetty	£840,000	2020/21	£795,809	£783,850
TOTAL			£6,864,192	6,553,051

- 3.7 The Harbour's aged debt position is set out below. The reported figures for 0-60 days will vary between quarters depending on timing of invoices raised. The outstanding Harbour Charges debt largely reflects payment of user charges by instalments and the overall figure should continue to reduce throughout the year.

	Corporate Debtor System		Harbour charges	
	<60 days	>60 days	<60 days	>60 days
Debt outstanding	£98k	£267k	£373k	£85k
Bad debt provision	£63k			

4. Legal Implications

- 4.1 Not applicable

5. Engagement and Consultation

- 5.1 The service continues to listen to feedback from:

- Harbour users and liaison forums
- Committee members
- Fishing industry leaders

6. Procurement Implications

- 6.1 Not applicable

7. Protecting our naturally inspiring Bay and tackling Climate Change

- 7.1 Not applicable

8. Associated Risks

- 8.1 There is a risk of further predicted expenditure relating to repairs and maintenance, which could impact further on the drawdown from reserves.

- 8.2 If quayside facilities and services do not remain aligned with user need/requirements then there is a risk that income will decline.
- 8.3 If income is not sufficient to cover all costs within the year there would need to be a drawdown from Harbour reserves, which would not be sustainable over a number of years. Work will continue throughout 2025/26 to review expenditure and income budgets to provide confidence on financial sustainability.

9. Identify the potential positive and negative impacts on specific groups

- 9.1 Not applicable

10. Cumulative Council Impact

- 10.1 Not applicable

11. Cumulative Community Impacts

- 11.1 Not applicable

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TOR BAY HARBOUR AUTHORITY

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RESERVE FUND

Opening Balance as at 1st April 2024

Interest Receivable (estimated)

Contributions from GF

Net Surplus / (Deficit) from Revenue Account

Contribution to Revenue

Drawdown from reserves

Closing Balance as at 31st March 2025

Outturn	Q3 Forecast
1,311	1,311
60	40
0	0
88	39
0	0
0	-103
1,459	1,287

Meeting: Harbour Committee

Date: 16 June 2025

Wards affected: All wards

Report Title: Harbour Masters Safety and Management Report

When does the decision need to be implemented?

Director Contact Details: Matt Reeks, Interim Director of Tor Bay Harbour Authority
matt.reeks@swisco.co.uk

1. Purpose of Report

- 1.1. To provide Members of the Harbour Committee with an update on the current safety and management considerations of the Harbour

2. Reason for Proposal and its benefits

- 2.1 As required by the Port Marine Safety Code, Members of the Harbour Committee as duty holders are required to be aware of safety and management issues.

3. Recommendation(s) / Proposed Decision

- 3.1 That Members of the Harbour committee note the contents of the Harbour Masters report.

4. Appendices

- 4.1 None.

5. Background Documents

- 5.1 None.

Supporting Information

6. Safety.

- 6.1 There have not been any reported injurious accidents in any of the harbours since the last meeting.

- 6.2 Safety inspections and general safety precautions have been conducted as per policy.
- 6.3 A tenant had an accident which involved the roll over of a forklift truck on the harbour estate and exacerbated the situation by trying to recover with another forklift. Fortunately, there was no injury. The tenant has provided the harbour and HSE with full details and follow up actions to prevent a reoccurrence.
- 6.4 An abandoned fishing vessel that was moored on Western Lady quay sank in the early hours of the morning and impacted two other vessels which were rafted alongside. This resulted in one other vessel sinking and another being damaged and about to sink. The Brixham ops team, HM, Councillor Strang and local fishermen all assisted in recovering the damaged and secondary sunk vessels. This incident highlighted the requirement for improved security and stand by personnel. These points are now being addressed.
- 6.5 A day boat fisherman whilst alongside the landing berth lost control of the derrick which crashed down on the quay. The owner has been requested to respond with details, as yet nothing has been received, the MCA will be contacted if no response.

7. Regulatory

- 7.1 The Department for Transport (DfT) re- visited Torquay harbour in March to complete an audit of the harbour's port facility security arrangements. The audit identified a failing that had previously been identified regarding expiration of one Officers counter terrorism security certificate, this has been applied for and awaiting re-issue. The annual exercise had also lapsed but in conjunction with Dartmouth Harbour an exercise was undertaken in April and now signed off. The DfT have re-validated the Tor Bay Harbour Security Plan.
- 7.2 Recruitment for a new Harbour Master is underway, recruitment for an additional Deputy Harbour Master is now also underway
- 7.3 The MCA counter pollution department agreed to sign off the 3 yearly ports OPRC pollution exercise which involves our Tier 2 responder deploying major spill control equipment. This was in response to the port having to respond to a significant diesel spill in the inner harbour, where our Tier 2 responder attended.
- 7.4 The current Port Master Plan (2019 to 2024) is still to be updated for the next five-year period.
- 7.5 No statutory Harbour approvals or requests have been requested.

8. Engagement and Consultation

- 8.1 The quarterly Brixham and Torquay/Paignton liaison forums were held in May. The Brixham meeting was held in The Brixham Yacht Club and the Torquay meeting in the Torquay harbour office meeting room. Both meetings were well attended, however for the Brixham meeting it was rather disappointing that none of the commercial operators in the harbour attended. Although they have been invited.
- 8.2 Main points of discussion in Brixham were as per operational report. The Northern Arm plan; breakwater pontoon, harbour patrols, town pontoon barriers and control of access. The Torquay forum mainly focused on events, patrols and water activities.

9. Asset and Plant

- 9.1 A new maintenance and repair contract is now in place for the bridge and cill in Torquay Harbour. There are still serious issues with the hydraulic and electrical systems and the new contractor has been asked to provide a quote for a full refurbishment and replacement programme.
- 9.2 Signal 2 (Brixham work boat) has had a major overhaul and is now fully operational, although some minor points are necessary to obtain work boat coding.
- 9.3 Romeo 4 (old Oscar 4) was planned for reintroduction into the fleet late April, however due to a delay beyond our control on the re tubing works, all being well it will be ready for use in July.
- 9.4 Both Brixham trucks have required major repairs mainly due to their age, costs are being sought for replacements as the repairs are becoming uneconomical.

10. Forthcoming Actions

- 10.1 All three harbours are operating satisfactorily. General maintenance is being undertaken and where possible the continuous drive for clearing away rubbish especially in Brixham.
- 10.2 The clearing of abandoned vessels in Brixham inner harbour has been very successful, including the removal for scrappage of several including the sunken fishing vessel on western Lady quay.
- 10.3 The Brixham outer harbour maintenance contract is now ready to be awarded as is the inner harbour mooring chains replacement.
- 10.4 The "Versa Dock" pontoon for the Brixham breakwater has been ordered and should be ready for use by the end of June.

- 10.5 Two new replacement administration staff have been appointed and have slotted into the team brilliantly, this has taken significant pressure off admin. Two new Harbour assistants will be appointed in June.
- 10.6 Notices will be issued to any vehicles parked in breach of Byelaws in any Harbour advising the owner of the offence.
- 10.7 Plans have been finalised for new barrier systems at all three Harbours and work will commence in July.
- 10.8 SWISCo have now installed 16 new Solar Compacting bins around Brixham Harbour and will shortly commence work on bench replacement and the installation of festoon lighting.
- 10.9 The “Northern Arm” proposal remains live and further meetings on this subject are being held.

11. Equality Impact Assessment

Protected characteristics under the Equality Act and groups with increased vulnerability	Data and insight	Equality considerations (including any adverse impacts)	Mitigation activities	Responsible department and timeframe for implementing mitigation activities
Age Page 19	18 per cent of Torbay residents are under 18 years old. 55 per cent of Torbay residents are aged between 18 to 64 years old. 27 per cent of Torbay residents are aged 65 and older.	There is no differential impact.		
Carers	At the time of the 2021 census there were 14,900 unpaid carers in Torbay. 5,185 of these provided 50 hours or more of care.	There is no differential impact.		
Disability	In the 2021 Census, 23.8% of Torbay residents answered that their day-to-day activities were limited a little or a lot by	There is no differential impact.		

	a physical or mental health condition or illness.			
Gender reassignment	In the 2021 Census, 0.4% of Torbay's community answered that their gender identity was not the same as their sex registered at birth. This proportion is similar to the Southwest and is lower than England.	There is no differential impact.		
Marriage and civil partnership	Of those Torbay residents aged 16 and over at the time of 2021 Census, 44.2% of people were married or in a registered civil partnership.	There is no differential impact.		
Pregnancy and maternity	Over the period 2010 to 2021, the rate of live births (as a proportion of females aged 15 to 44) has been slightly but significantly higher in Torbay (average of 63.7 per 1,000) than England (60.2) and the South West (58.4). There has been a notable fall in the numbers of live births since the middle of the last decade across all geographical areas.	There is no differential impact.		

Race	In the 2021 Census, 96.1% of Torbay residents described their ethnicity as white. This is a higher proportion than the South West and England. Black, Asian and minority ethnic individuals are more likely to live in areas of Torbay classified as being amongst the 20% most deprived areas in England.	There is no differential impact.		
Religion and belief	64.8% of Torbay residents who stated that they have a religion in the 2021 census.	There is no differential impact.		
Sex	51.3% of Torbay's population are female and 48.7% are male	There is no differential impact.		
Sexual orientation	In the 2021 Census, 3.4% of those in Torbay aged over 16 identified their sexuality as either Lesbian, Gay, Bisexual or, used another term to describe their sexual orientation.	There is no differential impact.		
Armed Forces Community	In 2021, 3.8% of residents in England reported that they had previously served in the UK armed forces. In Torbay,	There is no differential impact.		

	5.9 per cent of the population have previously served in the UK armed forces.			
Additional considerations				
Socio-economic impacts (Including impacts on child poverty and deprivation)		There is no differential impact.		
Public Health impacts (Including impacts on the general health of the population of Torbay)		There is no differential impact.		
Human Rights impacts		There is no differential impact.		
Child Friendly	Torbay Council is a Child Friendly Council, and all staff and Councillors are Corporate Parents and have a responsibility towards cared for and care experienced children and young people.	There is no differential impact.		

12. Cumulative Council Impact

12.1. None.

13. Cumulative Community Impacts

13.1. None.

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Meeting: Harbour Committee

Date: 16th June 2025

Wards affected: All wards

Report Title: Review of Harbour Committee Terms of Reference and Appointment of Harbour Appointments Sub-Committee

When does the decision need to be implemented?

Director Contact Details: Matt Reeks, Interim Director of Tor Bay Harbour Authority
matt.reeks@swisco.co.uk

1. Purpose of Report

- 1.1. To provide Members of the Harbour Committee with an opportunity to review the Harbour Committee Terms of Reference.
- 1.2. To appoint the Harbour Appointments Sub-Committee, which considers ad hoc applications for external advisor positions on the Harbour Committee and makes recommendations to the Harbour Committee.

2. Reason for Proposal and its benefits

- 2.1 The Harbour Committee function is defined as to determine all matters relating to the strategic management of the Council's function as a Harbour Authority.
- 2.2 Appointment of external advisors gives the Harbour Sub-Committee expert advice on matters relating to its role from members of the community.

3. Recommendation(s) / Proposed Decision

- 3.1 That Members of the Harbour Committee note the Terms of Reference of the Harbour Committee set out at Appendix 1 to the submitted report.
- 3.2 That the Harbour Committee appoint the Harbour Appointments Sub-Committee with membership and Terms of Reference set out at Appendix 1 to the submitted report.

4. Appendices

- 4.1 Appendix 1 - Harbour Committee and Harbour Appointment Sub-Committee Terms of Reference

5. Background Documents

- 5.1 None.

Supporting Information

6. Regulatory

- 6.1 The Harbour Committee will act as duty holder for the purposes of the Port Marine Safety Code, the accountability for which cannot be assigned or delegated.

7. Engagement and Consultation

- 7.1 Under the Terms of Reference there can be up to five external non-voting advisors appointed by the Committee on a four year term. They are appointed by the Harbour Committee following recommendation of the Harbour Appointments Sub-Committee.

8. Equality Impact Assessment

Protected characteristics under the Equality Act and groups with increased vulnerability	Data and insight	Equality considerations (including any adverse impacts)	Mitigation activities	Responsible department and timeframe for implementing mitigation activities
Age Page 27	18 per cent of Torbay residents are under 18 years old. 55 per cent of Torbay residents are aged between 18 to 64 years old. 27 per cent of Torbay residents are aged 65 and older.	There is no differential impact.		
Carers	At the time of the 2021 census there were 14,900 unpaid carers in Torbay. 5,185 of these provided 50 hours or more of care.	There is no differential impact.		
Disability	In the 2021 Census, 23.8% of Torbay residents answered that their day-to-day activities were limited a little or a lot by	There is no differential impact.		

	a physical or mental health condition or illness.			
Gender reassignment	In the 2021 Census, 0.4% of Torbay's community answered that their gender identity was not the same as their sex registered at birth. This proportion is similar to the Southwest and is lower than England.	There is no differential impact.		
Marriage and civil partnership	Of those Torbay residents aged 16 and over at the time of 2021 Census, 44.2% of people were married or in a registered civil partnership.	There is no differential impact.		
Pregnancy and maternity	Over the period 2010 to 2021, the rate of live births (as a proportion of females aged 15 to 44) has been slightly but significantly higher in Torbay (average of 63.7 per 1,000) than England (60.2) and the South West (58.4). There has been a notable fall in the numbers of live births since the middle of the last decade across all geographical areas.	There is no differential impact.		

Race	In the 2021 Census, 96.1% of Torbay residents described their ethnicity as white. This is a higher proportion than the South West and England. Black, Asian and minority ethnic individuals are more likely to live in areas of Torbay classified as being amongst the 20% most deprived areas in England.	There is no differential impact.		
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Armed Forces Community	In 2021, 3.8% of residents in England reported that they had previously served in the UK armed forces. In Torbay,	There is no differential impact.		

	5.9 per cent of the population have previously served in the UK armed forces.			
Additional considerations				
Socio-economic impacts (Including impacts on child poverty and deprivation)		There is no differential impact.		
Public Health impacts (Including impacts on the general health of the population of Torbay)		There is no differential impact.		
Human Rights impacts		There is no differential impact.		
Child Friendly	Torbay Council is a Child Friendly Council, and all staff and Councillors are Corporate Parents and have a responsibility towards cared for and care experienced children and young people.	There is no differential impact.		

9. Cumulative Council Impact

9.1. None.

10. Cumulative Community Impacts

10.1. None.

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Name and Terms of Reference	Membership
<p>Harbour Committee</p> <p>To determine all matters relating to the strategic management of the Council's function as a Harbour Authority as stipulated in The Port Good Governance Guidance, Tor Bay Harbour Port Masterplan and the Council's Policy Framework. Specifically the Committee will:-</p> <ol style="list-style-type: none"> 1. manage all of the Harbour's financial matters in accordance with The Port Good Governance Guidance, approved Council financial procedures and the Council's aspirations for the harbour to be self financing as outlined in the Tor Bay Harbour Port Masterplan and including (but not limited to): <ol style="list-style-type: none"> (a) the setting of harbour charges from time to time (including in-year changes to the schedule) normally following consultation with the relevant Harbour Liaison Forums and Director of Finance (b) to make recommendations to the Cabinet on the annual ring-fenced Harbour revenue budget to form part of the Cabinet's overall recommendations to the Council on the Annual Revenue budget; (c) receiving quarterly budget monitoring reports and to approve variances as appropriate; and (d) monitoring the harbour reserve funds and to seek to ensure that the funds are kept above an appropriate minimum contingency level and ensure the harbour remains self-financing; 2. to act as Duty Holder for the purposes of the Port Marine Safety Code, the accountability for which cannot be assigned or delegated; 3. approve and monitor a business plan for Tor Bay Harbour, in line with the 	<p>6 members of the Council in accordance with the political balance requirements, plus up to five external non-voting advisors appointed by the Committee on a four year term.</p> <p>(Group Leaders will be asked to take account of the geographical spread of members in making appointments to the Committee)</p> <p>Conservative Group (3):</p> <p>Liberal Democrat Group (3):</p>

Name and Terms of Reference	Membership
<p>Council's policy framework, and address any issues relating to performance;</p> <ol style="list-style-type: none"> 4. review these terms of reference annually and request the Council to make any necessary amendments and/or additions; 5. review annually the powers delegated to the Head of Tor Bay Harbour Authority and refer any proposed changes to the Council for determination. The Committee itself shall not authorise any changes; 6. consider any other matters referred to the Committee by the Head of Tor Bay Harbour Authority; 7. establish any sub-committee or working parties as the Committee sees fit; 8. recommend the format, composition and governance of the Harbour Liaison Forums and keep the arrangements under review; 9. to provide strategic direction to the Head of Tor Bay Harbour Authority and the Leader of the Council in relation to those assets within Tor Bay Harbour and the harbour estate that are managed by Tor Bay Harbour Authority; and 10. appoint advisors following receipt of recommendations from the Harbour Appointments Sub-Committee. Appointments will be merit based and be in accordance with the Local Protocol for members of the Harbour Committee. 	

Name and Terms of Reference	Membership
<p>Harbour Appointments Sub-Committee</p> <p>1. To consider ad hoc applications for external advisor positions on the Harbour Committee and recommend to the Harbour Committee the persons who should be appointed to those posts as and when vacancies arise, and to determine the rolling programme for advisors tenure.</p>	<p>5 members of the Council in accordance with the political balance requirements to include the Chairman and Vice-Chairman of the Harbour Committee appointed from the Harbour Committee.</p> <p>Conservative (3):</p> <p>Liberal Democrat (2):</p>

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