

## **Minutes of the Harbour Committee**

**5 June 2023**

**-: Present :-**

Councillor Strang (Chairman)

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

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### **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.

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Chairman