

<b>Meeting Title</b>	<b>Brixham Harbour Liaison Forum</b>	
<b>Venue</b>	Brixham Yacht Club	
<b>Date</b>	Monday 20 <sup>th</sup> June 2022	
<b>Present</b>	Rob Parsons (RP) Steven Poulton (SP) Charlotte Wesley (CW) Richard Spreckly (RS) David Range (DR) James O'Dwyer (JOD)	Judith Mills (JM) Vic Ellery (VE) Neil Murray (NM) Sacha Hagar (SH) David Faithful (DF) Nicole Amil (NA)

	<b>Agenda</b>	<b>Action</b>
	1) Welcome & Apologies 2) Minutes from last meeting 3) Actions from Minutes 4) Schedule of Meetings 2022 5) Harbour Financial Update & Charges 6) Operational Update <ul style="list-style-type: none"> <li>a) Major Incident</li> <li>b) Trinity House Audit</li> <li>c) Service Pressures</li> </ul> 7) Staffing 8) Events 9) AOB	

<b>1.</b>	<b>Welcome &amp; Apologies</b>	<b>Action</b>
	Apologies <ul style="list-style-type: none"> <li>• David Saunders</li> </ul>	

<b>2.</b>	<b>Minutes from last meeting</b>	<b>Action</b>
	NM mentioned the slipway doesn't appear to be manned. The sign on the slipway has the dates May 2021 to April 2022. The signs being out of date indicate we are not on the ball.	

<b>3.</b>	<b>Actions from Minutes</b>	<b>Action</b>
	<p>RP advised the action tracker has been created and this will be sent out with the minutes in the future.</p> <p>The meeting with Dave Saunders has taken place. RP informed all that he hasn't got round to completing the town pontoon report and that the infrastructure reports have not yet taken place however he will take these to the harbour committee once done.</p> <p>RP has looked at the slipway with regards to it being manned, but we need to find the most cost effective way. The slipway needs to be manned during the high season although we are struggling to get seasonal staff. We have had two people due to start and then not turn up due to starting a full time job elsewhere.</p>	
<b>4.</b>	<b>Schedule of Meetings 2022</b>	<b>Action</b>
	<p>RP advised that the Liaison Forums are always before the Harbour Committee meetings but on this recent occasion the Harbour Committee was held first</p> <p>RP &amp; NA are going to decide future dates of the Liaison Forums and send these dates out to everyone so we have the best attendance.</p>	
<b>5.</b>	<b>Harbour Financial Update &amp; Charges</b>	<b>Action</b>
	<p>RP said money has been allocated for dredging this FY and we have had a reimbursement in relation to insurance and the Sea Beast meaning the harbour reserve has increased above expectation but we must be cautious that the money is committed. RP is in the process of reviewing how our finances are governed financially.</p> <p>RP informed the meeting of the recent Yacht Fire and how we had been lucky in terms of the wind direction. Fortunately nobody was hurt. The investigation was underway which could take some time but this will feed into our own internal audit process to ensure lessons are learnt or where our OSCP can be improved.</p> <p>VE stated that he had been trying to get the Town Hall to understand that Harbours is a major business and the risks are significant and it requires resource. We are underfunded, the fish market, the leisure, they all bring in an economy larger than any other tourist place. They do not seem to understand the Harbour/Beaches side of Torbay Council.</p> <p>JO'D mentioned that the Town Hall do not have to fund us, the issue is they take our money when we continue to produce the income. The money should be reinvested which is what they don't understand.</p> <p>RP said people come to Torbay for the Bay itself not the shops. If we cannot get to a position where we are safe enough then we are costing money rather than saving money.</p> <p>JM believes TDA should have a section for seaward side and not just on-land.</p> <p>JO'D has seen that Teignbridge is making money, they have seen an opportunity for development.</p> <p>Moving on, RP brought up the issues relating to the interface between the Town Hall and Harbours and the financial tools used. The Finance team are continually encountering issues with FIMS and Harbour Assit and the level of errors are acceptable as this has been going on for 2 years.</p>	

	<p>RP continued that the issue is the translation of codes, and customers being sent several invoices with different item lines when they should all be on one invoice. This is not the harbour admin's fault, this is to do with interface between harbour assist and the finance system. We are a separate service to Torbay Council by way of billing intricacies.</p> <p>VE mentioned that people in this room receive incorrect invoices and it reflects on the Harbour Authority which is reputational damage. They should allow us to do our own thing when it comes to invoicing.</p> <p>RP is going to bring this to the next harbour committee to decide what our strategy will be regarding the interface.</p> <p>DF said that people will always bleat when there are issues but not when things are correct.</p> <p>RP spoke about the fact that it's also wasting our resources for example printing, postage, our time, etc and the time it takes up with our admin team. They keep asking us to do testing which means one person from our admin team has to keep re-testing which can take 3 hours a day for that person. RP advised that we do have meetings with them but the recent meeting had to be moved as Rob was unable to attend and wanted to be there. RP will bring this to the harbour committee.</p>	
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6.	<b>Operational Update</b> <b>a) Major Incident</b> <b>b) Trinity House Audit</b> <b>c) Service Pressures</b>	Action
	<p>a) RP has briefed the harbour committee on the yacht fire which caused circa £500,000 damage to Princess Pier. RP Briefed on the planned process of recovery and was not clear on any dates at this stage. RP informed the meeting that there will be a barge in Torquay Harbour on Wednesday which will be tied up and ready to go on the inside of the pier; the fairway will be closed for a couple of days for navigational safety when a date for removal is decided.</p> <p>JO'D asked if for pollution reasons we could look at the removal of silt. RP thinks we could, the silt removal will be disbursed. The issue is they don't like the idea of removing water from the hull into the boomed area. RP confirmed the liaison with the MMO but reiterated that nothing had been finalised at this stage.</p> <p>RP informed all that the EA &amp; MMO were both pragmatic, we do not know how much fuel is left in the yacht. Once we get the yacht to resurface, TMS will gain access to see how much diesel remained and then the pollution team will remove it.</p> <p>b) SP said there is a lack of investment in infrastructure due to budgetary constraints but updated the meeting on general work carried out since the last meeting.</p> <p>c) SP updated the meeting on staffing levels and confirmed the HMs point on the slipway. SP focussed on the outstanding jobs but informed that these had not been done due to the absence of a workboat, which was due to be rectified.</p>	

<b>7.</b>	<b>Staffing</b>	<b>Action</b>
	<p>RP thanked Brixham yacht club for helping with vessels that have come away from their moorings since we haven't had a work boat. RP confirmed the point in relation to staffing as SP above.</p> <p>RP said that the 24 hour security in Brixham was being reviewed due to concerns with PMSC compliance and this will be discussed further moving forward.</p> <p>RP elaborated on the boat issue and informed all that we need to understand fully what our requirement is before we look at replacements. Things that will be considered is the quick reaction from both harbours and access to all beaches within the jurisdiction.</p> <p>JO'D asked whether there was a technical solution rather than manpower for the slipway. He suggested a camera but is unsure of the costs, but thought this would be a good idea to identify persistent offenders.</p> <p>SP input that the man power allows us to provide health &amp; safety and advise to people going out on the water and for someone to be there to put a stop to dangerous activity but as stated previously this is under review.</p>	
<b>8.</b>	<b>Events</b>	<b>Action</b>
	<p>RP thanked all for their efforts for the Torbay airshow.</p> <p>RP informed all in relation to the cruise sector visiting Tor Bay for example the 'World' cruise ship is no longer visiting Tor Bay which we are unsure why, he also believes that the 'Europa' cruise has cancelled too.</p> <p>NM asked whether the cruise tenders will come into Brixham.</p> <p>RP responded that the landing procedure is quite strict and there is better landing pontoons in Torquay. We would not be able to have coaches due to the lack of space for coaches in Brixham.</p> <p>JO'D asked whether we require customs information.</p> <p>RP informed all that this is done prior to arrival by the shipping agency.</p>	
<b>9.</b>	<b>AOB</b>	<b>Action</b>
	<p>SP confirmed that the railings around the inner harbour are complete and we have received good feedback. We do require mooring rings for vessels to tie to on the bookable berths, therefore he has spoken to TDA for a meeting about this.</p> <p>NA is happy with face to face meetings and she is going to schedule the meeting dates with RP and stick to them.</p> <p>DR asked whether anything has changed regarding the planned dredging.</p> <p>RP advised the dredging is still going ahead but this will be at the end of the year or as dictated by the supplier.</p> <p>VE mentioned that when the dredging was carried out in Paignton harbour the dumper trucks were putting it all on the harbour wall.</p> <p>RP responded that they require a license if they are taking it out of jurisdiction, however it is not illegal to move dredged material around harbour confines.</p> <p>JM said there has been lots of publicity of the sea grass and whether anything happened to the ones in Fishcombe?</p>	

RP informed the forum of the sea grass marker project with Mark Parry and Wild Planet Trust. These additional markers will be in place for the 2023 season.

JM asked if those would be anchored on the sea grass.

RP answered that the positions of the markers will be as stipulated by the scientists for best impact and that he had met with Mark Parry to deconflict any issues from a navigational safety point of view.

VE asked if we are creating a new bye-law for 5 knot markers as Mr Lanes pleasure craft comes within this area when people are swimming, kayaking etc.

RP confirmed he has a meeting with the Lanes next week so he will make this clear to them.

NM said the mussel boat is coming onto the town pontoon and washing the decks off. The Vigilance has been on the grid a lot this year and they have noticed an increase of mussels on their heritage boat and it is starting to cause damage.

JM asked whether the bye-laws are going to be re-done.

RP advised it's a long process but this is being looked at.

**Project update** – RP shared an alternative plans which he has shared with BYC and the Town Council. RP briefed on the planned deliverables and the outputs of the project. RP hoped that we will be successful this time but we await the decision from DLUP

RP and NA thanked everyone for attending and will be in touch.

**Next Meeting**  
**Venue**  
**Future meetings**

TBC