



Harbours Committee

Date: Wednesday, 17 March 2021
Time: 10.00 am
Venue: MS Teams Live Event

Note: The Quorum of the Harbours Committee shall be no less than 3 persons appointed to the committee but must in all cases be made up of a majority consisting of councillors.

Membership

Mark Roberts (Chairman), David Gray, Rob Hughes (Vice-Chairman), Louie O'Leary, Mary Penfold, Sarah Williams, Jim Clarke, William Ellwood, Lee Hardy and Steve Pitman

Chief Executive: Matt Prosser, South Walks House, South Walks Road, Dorchester, Dorset DT1 1UZ (Sat Nav DT1 1EE)

For more information about this agenda please telephone Democratic Services on (01305) 251010 or 01305 224878 - denise.hunt@dorsetcouncil.gov.uk



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[Weblink to observe Harbours Committee – 17 March 2021 at 10.00am](#)

Members of the public wishing to view the meeting from an iphone, ipad or android phone will need to download the free Microsoft Team App to sign in as a Guest, it is advised to do this at least 30 minutes prior to the start of the meeting.

Please note that public speaking has been suspended. However, Public Participation will continue by written submission only. Please see detail as set out below.

Dorset Council is committed to being open and transparent in the way it carries out its business whenever possible. A recording of the meeting will be available on the Council's website after the event.

A G E N D A

Page No.

1 APOLOGIES

To receive any apologies for absence.

2 MINUTES

5 - 14

To confirm the minutes of the meeting held on 9 December 2020.

3 DECLARATIONS OF INTEREST

To receive any declarations of interest.

4 PUBLIC PARTICIPATION

To receive questions or statements on the business of the committee from town and parish councils and members of the public.

Public speaking has been suspended for virtual committee meetings during the Covid-19 crisis and public participation will be dealt with through written submissions only.

Members of the public who live, work or represent an organisation within the Dorset Council area, may submit up to two questions or a statement of up to a maximum of 450 words. All submissions must be sent electronically to denise.hunt@dorsetcouncil.gov.uk by the deadline set out below. When submitting a question please indicate who the question is for and include your name, address and contact details. Questions and statements received in line with the council's rules for public participation will be published as a supplement to the agenda.

Questions will be read out by an officer of the council and a response given at the meeting. All questions, statements and responses will be published in full within the minutes of the meeting. **The deadline for submission of the full text of a question or statement is 8.30am on Monday 15 March 2021.**

5 CHAIRMAN'S REPORT

To receive a verbal report by the Chairman.

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|-----------|--|---------|
| 6 | HARBOUR CONSULTATIVE GROUP MINUTES | 15 - 30 |
| | <p>To note the minutes of the Weymouth, Bridport and Lyme Regis Harbour Consultative Groups.</p> | |
| 7 | BUDGET MONITORING REPORT | 31 - 48 |
| | <p>To consider a report by the Weymouth and Bridport & Lyme Regis Harbour Masters.</p> | |
| 8 | PORT MARINE SAFETY CODE (PMSC) DESIGNATED PERSONS AND HEALTH AND SAFETY REPORT | 49 - 66 |
| | <p>To consider a report by the Designated Person for Dorset Councils Harbour and the Senior Health & Safety Consultant.</p> | |
| 9 | HARBOUR MASTER UPDATES | 67 - 80 |
| | <p>To receive updates from the Weymouth and Bridport & Lyme Regis Harbour Masters.</p> | |
| 10 | FLOOD AND COASTAL EROSION RISK MANAGEMENT (FCERM) UPDATE | 81 - 88 |
| | <p>To consider a report by the Engineering Projects Manager.</p> | |
| 11 | FORWARD PLAN | 89 - 96 |
| | <p>To consider the Harbours Committee Workplan.</p> | |
| 12 | URGENT ITEMS | |
| | <p>To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.</p> | |
| 13 | EXEMPT BUSINESS | |
| | <p>To move the exclusion of the press and the public for the following item in view of the likely disclosure of exempt information within the meaning of paragraph 3 of schedule 12 A to the Local Government Act 1972 (as amended).</p> | |
| | <p><i>The Harbours Committee MS Team Event will end and the committee</i></p> | |

will meet in closed session for item 14.

**14 SALE OF FREEHOLD OF THE OLD FISH MARKET, CUSTOM
HOUSE QUAY, WEYMOUTH**

97 - 186

To consider an exempt report by the Estates Surveying Manager.



DORSET COUNCIL - HARBOURS COMMITTEE

MINUTES OF MEETING HELD ON WEDNESDAY 9 DECEMBER 2020

A recording of the meeting can be accessed by using the following link:

[Link to Harbours Committee - 9 December 2020](#)

Present: Cllrs Mark Roberts (Chairman), David Gray, Rob Hughes (Vice-Chairman), Louie O'Leary, Mary Penfold, Sarah Williams, Lee Hardy and Steve Pitman.

Also present:

Cllr Nocturin Lacey-Clarke - Lead Member for Environment, Travel and Harbours
Alistair Clarke - Chairman of Weymouth Harbour Consultative Group

Officers present (for all or part of the meeting):

Lara Atree (Senior Lawyer - Regulatory), Ken Buchan (Head of Environment and Wellbeing), Claire Connolly (Financial and Admin Manager, Weymouth Harbour), Chris Evans (Finance Business Partner - Place), Jamie Joyce (Weymouth Harbour Master), Matthew Penny (Engineering Projects Manager), Karyn Punchard (Corporate Director for Place Services), James Radcliffe (Bridport and Lyme Regis Harbour Master) and Denise Hunt (Democratic Services Officer)

16. Apologies

An apology for absence was received from Jim Clarke - Independent Member.

17. Minutes

The minutes of the meeting held on 23 September 2020 were confirmed as a correct record and would be signed at a future date.

18. Declarations of Interest

Steve Pitman - Independent Member declared that he was a member of Weymouth Sailing Club.

19. Public Participation

Five questions were received from members of the public that were read out at the meeting. The questions and responses are contained in Appendix 1 of these minutes.

20. **Weymouth Harbour Consultative Group Minutes**

The Chairman of the Weymouth Harbour Consultative Group presented the minutes of the meeting held on 26 February 2020.

Noted

21. **Chairman's Report**

The Chairman provided a verbal update in relation to the following points:-

- Dates of harbour consultation group meeting at Lyme Regis on 15 December 2020 and West Bay on 19 January 2021, both starting at 6.30pm.
- Current progress on the appointment of a new Independent Member of the Committee
- A working group consisting of 3 Councillors and 2 Independent Members to form a working group to take forward the development of the Harbours Strategy.

22. **Harbour Master Updates**

The Weymouth Harbour Master and Bridport & Lyme Regis Harbour Master presented their updates.

Noted

23. **Engineering Update**

The Engineering Projects Manager updated the committee on engineering works in the three Dorset Council harbours.

Noted

24. **Harbour Budget Monitoring**

The Harbour Masters and the Finance and Admin Manager for Weymouth Harbour presented the current position for the Harbour Revenue Budgets for Weymouth, Bridport and Lyme Regis Harbours at the end of October 2020 and the predicted position of the Harbour Reserves for 2020-2021.

Decision: To note the Budget Monitoring figures for 2020/21.

Reason for Decision: The Harbours Committee has the responsibility for the harbours' finances including budget setting, budget monitoring and the final out-turn at the year end.

25. **Harbours Budget and Fees and Charges 2021-22**

The Harbour Masters and the Finance and Admin Manager (Weymouth Harbour) presented a report setting out the budget requirement for the

harbour revenue budgets for Weymouth, Bridport and Lyme Regis harbours for 2021-22 and beyond, including fees and charges for all harbours and the Asset Management Plan improvements for Weymouth.

Proposed by Councillor Sarah Williams, seconded by Councillor Rob Hughes.

Recommended to Full Council:

That the following related to budget requirements for the Harbours' Budgets for 2021/22 be approved, including:

1. The Weymouth Harbour Budget for 2021/22;
2. The fees and charges for 2021/22 for Weymouth Harbour;
3. The Asset Management Plan Improvements for 2021/22 for Weymouth Harbour subject to a mid-year review;
4. The budget request for Bridport Harbour for 2021/22;
5. The budget request for Lyme Regis Harbour for 2021/22; and
6. The fees and charges for 2021/22 for Bridport and Lyme Regis Harbours.

Reason for Recommendation:

The Harbours Committee has the responsibility for the harbours' finances including budget setting, budget monitoring and the final outturn at the year end.

26. Forward Plan

The Forward Plan was presented by the Head of Environment and Wellbeing.

It was agreed that the following items were added to the Forward Plan:-

- Progress on review of the Weymouth Asset Management Plan and impact on future finances
- Outcome of Health & Safety assessments of Weymouth, Bridport and Lyme Regis Harbours

Noted

27. Urgent items

There were no urgent items.

28. Renewal of Weymouth Gig Rowing Club Lease

The Weymouth Harbour Master presented a report regarding the renewal of a lease to Weymouth Gig Rowing Club.

Proposed by Councillor Rob Hughes, seconded by Councillor Sarah Williams.

Recommended to Full Council:

1. That the lease for the Weymouth Rowing Club be renewed for an interim period of 3 years from 25 March 2020.
2. That the Harbours Committee be given delegated authority to determine further interim renewals of the lease if necessary.
3. That the Harbours Committee be given delegated authority to determine whether to grant a full lease for a period of 25 years from 25 March 2020 once the Harbour Revision Order has been approved.

Reason for Recommendation:

The Gig Rowing Club continues to be an integral part of the harbour and have an active membership. The renewal is a short-term temporary arrangement until a longer term lease can be considered once the Harbour Revision Order has been approved.

Appendix 1 - Public Participation

Duration of meeting: 10.00 am - 12.05 pm

Chairman

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Harbours Committee - 9 December 2020

Public Participation

1. Richard Bright-Paul

Question

The Dorset Council strategic plan for harbours to be developed in the coming months needs to develop a clear shared vision for Weymouth Harbour, understand its many issues, scope out potential strategic options to tackle each of those issues, and decide which of those options should form the Council's strategies.

We are given to understand that the heavy lifting work of developing this plan is to be undertaken by this committee with subsequent review of a draft plan by local stakeholders. The process seems rather upside-down. Does the chair not agree that it would be better to engage key stakeholders in each of its harbours who have intimate knowledge of the issues in the development of a draft plan rather than at a later stage? Those draft strategy proposals, engaging experts on the ground, could then be presented to this committee, thus using the Harbours Committee in a role better suited to its time constraints and capabilities as a review and approval body.

Response

The council has used independent facilitators to engage with harbour users across the three Dorset Council Harbours through virtual workshops and online/papers surveys resulting in over 500 responses. Information has been gathered about how the harbours currently work, existing issues and what stakeholders would like to see from the harbours in the future. The next stage in this process is for a working group of the committee to develop a draft vision and strategic priorities for the Harbours with initial engagement with the Harbours Consultative Groups. This will then be consulted upon more widely. Rather than harbour users only having the opportunity to comment on a draft plan as suggested in the question, we have established an iterative process with harbour user consultation at various stages. This is likely to include more direct consultation with target groups, where we can utilise the expertise and experiences referred to, to shape a strategy which will benefit everyone.

2. Susan Boyd

Question

At the last Dorset Harbours Committee meeting on September 23rd 2020, Dorset Council stated that it now has the design for the Weymouth Quay Regeneration Project. What plans, if any, does Dorset Council have to share the design with Weymouth Harbour users prior to the plans being submitted for consent?

Response

The only change to the design previously seen by Harbour Users is the relocation of the centre of excellence to the town. Aspects of the plan previously described such as the fish landing quay, fuel and ice facilities, commercial fisheries compound, harbour office/storage/training space and a public walkway around the peninsula are all still included. An updated plan can be seen on the Dorset Council website. It is likely because the development is within the Harbour estate and that the works are harbour related it will fall under permitted development, not requiring planning consent, and it is hoped to start work in March 2021. The development will 'hug' the harbour quayside leaving a significant amount of space on the peninsula for future development. The old harbour buildings on the peninsula will be demolished over the next 3-4 months.

3. Mary Harris (Old Harbour Dive Centre)

Question 1

There remains a significant issue with Dorset Council's involvement of the Harbour community in its plans. The current processes stifle community involvement and frustrate communications. Every major council decision in the recent past has completely lacked community engagement resulting in protests, complaints and costly decision reversals. The Harbours Consultative Group, supposedly tasked with gaining customer and stakeholder insights, has clearly failed to do so on every recent occasion. 97% of businesses in the harbour and 100% of residents have no access to the Harbour Consultative group, and the group has failed to bring a single issue before the Harbours Committee for resolution in the last decade. There are many pertinent issues, some relating to safety, becoming more urgent by the day. Could the Harbours Committee chairman specifically order some real customer research on the matter and order a proper and immediate review to enable better dialogue and decision-making between Dorset Council and harbour stakeholders going forward?

Response

The existing consultative group aims to balance harbour user representation with a sensible group size. Current members have dedicated a significant amount of time and effort on a voluntary basis to represent their harbour user sector. It is clearly not possible to have members from all harbour related groups and businesses, so it is necessary for representatives to canvass those they represent about issues and bring these to the Consultative Group meetings. Comments made at the last Harbours Committee highlighted the difficulty that representatives have getting information from some users and the problems some users have in identifying their representative. To resolve this issue,

- We have revamped the website page where the Consultative group information is held and made it easier to find.
- We are progressing putting links on relevant web pages to take anyone direct to their representatives contact details.
- All new customers receive a “Have we told you everything” letter once their berth allocation is complete. We are updating this to be more specific about the Consultative group and to include representatives’ names.

Furthermore, it has been suggested that the workload of representatives could be shared with their substitute allowing for wider reach prior to meetings, but this is to be discussed further.

The New HM will be engaging with harbour related groups and users and we are considering establishing open review meetings a couple of time a year for Harbour users to highlight any ongoing issues. Over the past few weeks this mechanism has been used successfully to mitigate concerns and issues arising from the rail removal works on Customs Quay, ensuring access to both vessels, fish landing quay and businesses.

Question 2

The imminent repair works that are shortly due to commence to the harbour wall on Nothe Parade are directly outside our premises at Old Harbour Dive Centre. Whilst there are predominantly residential properties in this area, our premises being the only commercial property along Nothe Parade, We believe will be adversely affected by this work (even though we understand it will all be from the seaward side). Could, or have the Committee taken into account the disruption/interruption this will cause to our business? As a special case, would the committee request the Council to look at some compensatory measures for us?

Response

The initial works that are due to take place to the harbour wall along Nothe Parade are site investigation works. The site investigations are due to start in mid to late February and last approximately 1-2 weeks. Letters went out last week to residents/businesses to ask about projects or activities they may be undertaking that the site investigation works could adversely impact. The investigation work is likely to result in the closure of Nothe Parade along this section to vehicular traffic, but it is our intention to keep it open to pedestrians, albeit fenced for Health & Safety reasons.

Dorset Council Coastal Engineers will keep in contact with local residents and business owners that may be affected by the investigation work and will keep them informed of the overall project as it progresses. The investigation work is necessary to inform repair of the harbour wall that is scheduled to start Autumn 2021. We understand and try to minimise the disruption that necessary repair works such as

this can cause, but the repair of the wall will benefit users of Nothe Parade as well as local residents and businesses along it. Previous harbour wall repair works have provided compensation where loss of business as a result of the work is robustly proven.

4. Lyle Stantiford

Question

Most of the commercial pontoons in Weymouth Harbour have no shore power, lighting and in some cases potable water. The commercial pontoons are used year round and generate a healthy profit for the harbour. All of the visitor pontoons have these basic facilities despite making a loss and being used for the summer months only. As a matter of health and safety, can a sum be set aside from the 2020 Harbour surplus with immediate effect to install shore power, lighting and potable water to all the commercial pontoons in Weymouth Harbour that are lacking these basic facilities to ensure the harbour-based workforce can work safely through the winter months and beyond.

Response

The Harbour Master and Committee are keen to make these type of improvements to the harbour facilities, unfortunately costs are somewhat prohibitive for example recent cost estimates to provide lighting and power to all commercial berths are around £160k, the most significant cost being attributed to the utility supply itself. However, that is not to say that a programme of improvements over a few years couldn't happen. The Harbour Master has recently applied for EMFF funding to start this work along Commercial Road and it is hoped this funding application will be successful. Unfortunately, there is no harbour surplus. In recent years funds have been drawn down from reserves to manage harbour assets where necessary. The new harbour master will be reassessing the harbours asset management plan to determine future priorities. The new harbour strategy will support the decision-making process in this respect.

5. Bob Summerhayes

Question

In view of the increasing number of anti-social behaviour incidents in Weymouth Harbour, can the Harbours Committee commit today to making a full assessment of security arrangements with a view to:-

1. Increasing surveillance cameras in the harbour.
2. Re-installing security lighting where appropriate.
3. Assessing the plausibility of 24hr manning of the harbour office

Response

As part of the new Harbour Master's familiarisation and assessment of current harbour operations, he will be completing a review of the security arrangements including CCTV and lighting arrangements within the Harbour, then in consultation with the Dorset Marine Policing unit and Dorset Council Community Safety team, determine the best use of assets and personnel to address the security concerns of harbour users.

This will be complemented by the establishment of the Harbour Watch Group, made up of harbour users and harbour staff and create effective liaison with both local and marine police with the remit of '*Working Together for a Safe Harbour*'. This will be similar to the Poole harbour watch scheme.

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Agenda Item 6

Weymouth Harbour Consultation Group (WHHCG)
Wednesday 17th February 2021 (Teams, 19:00-21:00)

Present

Ken Buchan	KB	Head of Environment and Wellbeing
Cllr Mark Roberts	MR	Chair of Harbours Committee
Cllr Colin Huckle	CH	Elected Member
Jamie Joyce	JJ	Weymouth Harbour Master
Andy Sargent	AS	RNLI Representative
Dave Caddy	DC	Harbour Traders Representative
Jamie Pullen	JP	Charter Boat Associations Representative
Terry Studley	TS	Fishermen & Charter Boat Representative
Mary Harris	MH	Harbour Traders Representative Substitute
Tim Day	TD	Clubs of Weymouth Representative
Kathy Claydon	KC	Inner Harbour User Representative
Alice Higgins	AH	Leisure Weymouth Beach users Representative
Neil Bedwell NB		Boatfolk moorings Representative
Rhiannon Jones	RJ	Dorset Coast Forum Co-ordinator
Jon Ayling JA		RNLI Representative Substitute
Steve Goodwin	SG	Commercial Passenger Carrying Vessels Representative
Sarah Johnston	SJ	Minute Taker

1. INTRODUCTIONS, APOLOGIES AND SUBSTITUTE MEMBERS

No apologies for absences where received.

JJ – Welcomed everyone and requested anyone attending but not mentioned to send a message to him or Sarah.

2. DECLARATIONS OF INTEREST

KC – Declared that she has now become a Trustee of WSC

3. APPOINTMENT OF NEW CHAIR

JJ – Application of interest received from Andy Sargent, seconded by Alice Higgins. Application had been forward to all members and as no other applicants was put to the vote. Unanimous decision Andy Sargent welcomed as Chairman extending his term until someone else steps forward no longer than 3 years.

4. APPOINTMENT OF NEW VICE CHAIR

AS – Application of interest received from Dave Caddy, seconded by Tim Day. Application had been forwards to all members and as no other applicants was put to the vote. Unanimous decision Dave Caddy welcomed as Vice Chairman.

5. MINUTES AND MATTERS ARISING

Previous minutes accepted.

JP – Asked if there would be a section in the meeting for the Councillors to respond

to comments and discussion from the previous meeting. Also had additional items for AOB.

AS – Confirmed that he also had notes regarding the previous meeting minutes and they would be covered by updates from the HM. Anything else can be covered by the group updates, including outstanding items from February.

6. WEYMOUTH HARBOUR UPDATE

JJ – Congratulated Andy Sargent and Dave Caddy on their new positions in the Group.

- Commercial Rd pontoons light and electric supply - have successfully won a grant from the European Maritime and Fisheries Fund to provide both light and electric bollards along the length of Commercial Rd pontoons from the bridge towards the slipway and work will commence on the 8th of March to install. Bollards to be installed and SECC to complete the connection work by the end of March / early April. At the end of March work will commence on the installation of light and electric bollard in the Cove area to service the commercial vessels there. Continue to seek grants to cover the Commercial berth holders not covered in this round of improvements. JP requested to pass details onto the Working Harbour Association.
- Face to face meetings have not been able to take place due to the latest round of COVID-19 restrictions. Some have been completed with the associations whilst the majority have been completed via Teams meetings. For operational matters please contact the Harbour Office where the team will deal with enquiries and the website is being updated with point of contact for each of the industries.
- Security - Weymouth Harbour Watch Community Group has begun and Mary Harris has taken up the position of Chairman with support from the Harbour team. The group is initially being set up will include more harbour users as it gets running. The objective is to increase the safety and security within the harbour and Marina. There will be further information from Mary and Sarah when they've set the website up.
- KC raised a question regarding extending the bridge opening times in September. It is shared jointly with Highways, so there are discussions with highways about the end of September and whether we can operate the bridge for another two weeks. There is a wage cost associated with that as requires two members of staff and the engineer having to be on call as well. It is a total of 6 hours per day for two weeks, which will have to be budgeted for. Update to be provided once checked against this financial year and Highways confirm their budget for next financial year.
- Formal Risk Assessment for the harbour including most of the stakeholders present in the Health & Safety team. One of the biggest areas that was highlighted as a risk was out in Weymouth Bay with the conflict of various users trying to use the shore area from within 400 meters of the Metropolitan beach. A big consultation which involved the RNLI, RYA, the Personal Watercraft Partnership and Dorset Marine Police. A meeting was held to look at how to split up in between the zones to try to basically deconflict vessels interacting with each other and decrease risk of an incident from occurring. This has led to the Bowleaze area, where there was a personal watercraft or Jet Ski lane coming in and out of the beach area, now being designated as a non-motorized area. So it would be

basically access for paddle boarders, kayakers, surfers to use that area without any risk of motorized vessels coming in there and causing an incident. And the second part was where there are 8 knot buoys, we are looking to drop that speed to be 4 knots within 400 meters of the shore. The main reason is to ensure that swimmers can actually be seen by those persons operating those craft. The objective is completely to allow all water users to use that space without fear or risk of any other party.

- A request from the Chairman and Vice Chairman for a new tab on the Weymouth Harbour website for the HCG has now been created to help navigate to the page. Please would all Representatives provide a picture and short bio to be uploaded to this page within the next 2 weeks to Sarah. Once complete it will be promoted on the Weymouth Harbour Facebook page to allow all harbour users to identify and contact who represents them at these meetings.
- Odyssey Recycling will be providing a skip to recycle old fishing equipment from the 8th of March. More details to be provided but generally items to be recycled are hard plastics any old fishing nets, any whelk boxes. A skip will be placed at the Commercial area at the Port and we will invite all those people have got those kind of or piece of equipment and now redundant to come up and deposit them up there. The program will for the next six months and then be reviewed.
- The HRA or Harbour Revision Order came into force today and there is a six week challenge period to this process, but following this will be commencement of working on Harbour general directions. The objective behind that is to modernize the wording of our Bylaws and reflect the present use of the harbour.

Questions then raised:

- TS – Questioned the timing of when the facilities would be upgraded on the pontoons on Custom House quay from the Bridge to the knuckle as the state of the piles currently supporting the pontoons would need to be reviewed as they are starting to fall apart.
JJ confirmed that it is not in next year's budget though currently reviewing the asset management plan at moment and an agenda item will be raised with the Committee to discuss that asset management plan and also combine it with the strategic direction of the harbour as well. Once the strategic direction is aligned with the asset management plan then that may include things like putting in new pontoons. TJ then requested timescale and JJ confirmed applications for further grants would be in March and take around 2 months to come through.
- JJ – Advised that there is now an incident reporting form on the Harbour website for any defects from around the harbour to be reported. Under the Incident Reporting tab on website only just launched please feel free to use.
- AS – Confirmed that Substitute Representatives to provide their pictures and bio for the HCG page on the website as well.

Outstanding Matters:

- AS - Feedback on the communications and public meeting for councillors that was raised at the last meeting. Requested feedback from the officers regarding that.

- AS – Flood defences update requested.
JJ - A meeting was held last week, they've visited the harbour again and new plans of what the flood defences looks like will be drawn up. These will be supplied to the HCG once confirmed.
- AS - Peninsula update (not part of the Harbours Strategy)
JJ - Mildren construction have started the demolition works and are knocking down the old arrivals Hall first and then moving through in sequence to all of the buildings that are on the peninsula and then our contractor is coming in. At the moment they are conducting a value engineering survey. Which includes coming to site, having meetings, looking at what the proposals are and ensuring that they can do that a within the budget. Or other recommendations are to be made to achieve a better outcome. Once the information has been received it will be fed back to the commercial users and make sure they are actually good with all the improvements being suggested.
- AS - Road Closures update KB to speak to Highways about possible closures this year and would there be some consultation prior to it.

KB – Confirmed that there's nothing planned for this year at the current time. There has been consultation on the proposal for Customs House Quay area but that is a Highways issue. He has spoken to Cllr. Ray Bryan earlier. He said he's happy to talk with anyone about any of this sort of future proposals in terms of any closures, but he said that at this current time there is nothing planned. The proposal around Custom House Quay wouldn't result in any pedestrianisation or closures that related to COVID.

- AS – Previous item 23 relating to the Harbour Master to contact the BID in respect of actually orchestrating information from this group down to the businesses. KB – Confirmed recent changes in the BID with a new Operations Manager Dawn Rondeau now in place and he will make contact advise her of the HCG.

7. CONSULTATIVE GROUP UPDATE

- **NB – Boatfolk.** First meeting attendance, nothing to report sought advice on what to report back on regularly.
- **SG - Commercial Passenger Carrying Vessels.** Terry Pavey potential retiring from Substitute role, TBC and replacement to be organised by association.
- **KC - Inner Harbour Users.** Nothing to report.
- **JP - Charter Boat Associations.** COVID-19 distancing signs requested for pontoons where passengers will be accessing them. JJ to contact WTC to request more signs. Questioned the new fire extinguisher requirements on berthing renewals as coded vessels have to have minimum requirement of fire extinguishers on board. JJ confirmed coded vessels meet that requirement and it was more for recreational vessels to comply with these requirements.
- **TF - Training & Education Schools.** Not present.
- **AH - Leisure Weymouth Beach users.** Nothing to report.
- **TS - Fishermen & Charter Boat.** Raised concern over commercial loading areas on Custom House Quay with proposed changes. JJ confirmed Chris Peck has provided update and will distribute for review. They will re-consultant on the proposal in March.

- **DC - Harbour Traders.** Nothing to report.
- **AS – RNLI.** ILB shed completed in December increased by 1M to accommodate the new Atlantic 85 Class lifeboat. Training on it will commence when lockdown restrictions are eased.
- **MR - Chair of Harbours Committee.** Dorset Council approved the budget strategies for all the harbours which will cover leases and HRO. In addition to the 3 independent members on the committee, it has formally ratified a new member of William Elwood. The HM and several members of the committee attended a Marine Safety Update from the BPA. This course is available if anyone else would be interested in attending, please let Cllr Roberts know.
- **TD - Clubs of Weymouth.** Pontoon work around the WSC house due to begin in April. Been asked to represent the Divers club as well. His 3 year term is now expired. KB – confirmed that the association to confirm if they wish Tim to continue.
- **JJ – Terms of Service.** Copy of current representative list and term dates to be provided to AS to review.
- **TS – Commercial vessel rumours of berth moves.** JJ confirmed that there is no intention to move any commercial operator from their berth unless they request it and the Harbour team will do their best to accommodate that request.
- **MH – Substitute for Harbour Traders.** Weymouth Harbour Watch. Looking for support for community project, liaising with Poole Harbour Watch. Set up with help from Dorset Marine Police and Harbour Office shortly.
- **JA – Substitute for AS RNLI –** Nothing to report.
- **JP –** Raised question about additional substitute to cover Mary as she will be reporting on WHW. It was agreed that Mary would continue in both roles unless it became too much. Concern was raised about increasing the group. KC confirmed that she would be able to feed back to the group if required as she is also involved in the WHW.

8. HARBOURS STRATEGY UPDATE

RJ – Presentation of the Dorset Coast Forum, what it is and what has been happening. Where they are in the process and what is next. The Consultation Report will be made public in the coming weeks. Then a 3 week consultation with this group, a draft vision of the mission and the strategic goals will be sent out for discussion with your association. Feedback is essential from the group to ensure that the overall direction of the strategy is on the right track.

KB – Very important to ensure that this is disseminated to your constituents and feedback captured via the group. The Harbour Office can assist with this.

AS – Requested it is added to the HCG page on the Harbour website.

MR – Acknowledged the work that has been done by RJ and the Dorset Coast Forum.

RJ – This 3 week consultation is just with HCG and key stakeholders only at this point, public consultation will follow once responses have been formulated and fleshed out.

JP – Commended the work and communication that RJ and the Dorset Coast Forum have provided in their consultancy and involving the HCG.

9.. AGENDA ITEMS FROM MEMBERS

- KC – Allocation of parking places for North Quay Marina users in the North Quay development plan. JJ – Harbour will ask for consultation on the North Quay Council building redevelopment. MR – Being raised with Cllr. Ray Bryan who is the Cabinet Member for place covering highways and parking. KB –

Suggested that AS raises it as a concern at the next Harbours Committee Meeting to be minuted there.

- JP - Mooring relief for businesses that are unable to run in these current conditions. MR – Discussions will be had about the request and advised that the ARD grants have just opening up the phase 2 grants. Will raise this to the local MP Chris Loder. JJ advised anyone with financial trouble to contact the Harbour Office initially for support short term. TS confirmed markets have closed and the commercial fisherman are struggling.
- MH – Discuss road closures/pedestrianisation similar to last summer. Covered by KB previously.
- MH – Are there any plans to widen the attendance to the WHCG meetings?
AS – Improve access to information and documents to be communicated to everyone by all group members. JJ confirmed the website will be updated to make it easier for people to identify who they need to contact via the bio's on the page. KB – confirmed that residents should contact their WTC representative. CH – confirmed that WTC want to hear from residents. DC confirmed that he will be canvassing local businesses to advise them on contacts for the HCG and plans to meet the new CEO of the BID.
- DC – To increase the frequency of the meetings to 6 per year from the current 4. Agreed to have the 4 formal meetings but allow for 2 additional informal meetings to be held. AS to contact members for 1st informal meeting in mid-April. Any updates will be posted on the page on the website.

10. ANY OTHER BUSINESS

- NB – Requested a possible digital solution to the clearance on the town bridge so his customers can check prior to leaving their berths. JJ confirmed that Poole Harbour has one and could investigate. AS advised there is website for checking and will provide.
- TS – New road markings on Commercial Rd for cycle lanes on both sides of the road behind Debenhams. Concerns about the space left for vehicles to pass when cyclists occupying both sides. DC confirmed that the Highway Code advises you can enter the cycle lane to pass another car.
- JP – WIFI in the harbour around Commercial Road. JJ confirmed currently undergoing an IT update and will confirm when completed.
- DC – Thanks to JJ and team for sorting out the lighting and electric supply on Commercial Rd.
- AS – Thanks to JJ and team for supporting the HCG and looking forward to moving forward.

11. DATES FOR FUTURE MEETINGS

Harbour Consultative Group

- Mid-April TBC (Informal)
- 12 May 2021 (TBC)
- 18 August 2021 (TBC)

Harbours Committee

- 17 March 2021
- 16 June 2021 (Provisional TBC)
- 22 September 2021 (Provisional TBC)

Bridport Harbour Users Meeting – Tuesday 19th January 2021 – Virtual via Teams
18:30 – 20:30

Present		
David Andrewartha	(DA)	Mooring Holder
Aubrey Banfield	(AB)	Commercial Fisherman
Gillian & Brian	(G&B)	Mooring Holder
Gavin Brooking	(GB)	Mooring Holder
Ken Buchan	(KB)	Head of Environment & Well being
Mark Cornwall	(MC)	Commercial Fisherman
Ben Harvey	(BH)	Assistant Harbour Master
Clive Hopwood	(CH)	Mooring Holder
Becky McGowan	(BM)	Harbour Administrator for Lyme Regis and Bridport Harbours (Note Taker)
Simon Miles	(SM)	Commercial Charter Skipper
James Radcliffe	(JR)	Harbour Master
Ben Renshaw	(BR)	Harbour Assistant/Mechanic
Cllr Mark Roberts	(MR)	Dorset Council Harbours Committee Chair
Dave Tompkins	(DT)	Mooring Holder
Matt Toms	(MT)	Commercial Fisherman

1. Welcome and Introductions	Action
JR – Welcomed everyone to the meeting, individual introductions were given.	
2. Apologies	
Cllr Sarah Williams-	
3. Minutes of the previous meeting	
No questions were raised from the previous meeting minutes.	
JR - Updated, dredging discussions are still ongoing to produce a 3 year agreement for the annual outer Harbour dredging. The inner Harbour is planned to be done every 4-5 years.	
The boat lifter has arrived and with it, great success.	
4. Harbour Committee Chair Updates	
MR - Took over as Harbours Committee Chair in September 2020. Committee meet 4 times a year to oversee Marine safety, general Harbour management, development of the Harbour Strategy, budget monitoring and any other issues raised.	
With regard to the Strategy, Dorset Council Harbours Committee has appointed Dorset Coast Forum to gather feedback from different users groups about their requirements and from the local businesses and communities about how they use the Harbours and what they would like to see for their future.	
There was good engagement great contributions from users across the Harbours and now some members of the Harbours Committee have made up a working group to put a draft plan together for further consultation.	
Bridport and Lyme Regis Harbour Revision Order has been submitted to the MMO for approval. This will take some time, but as they are similar the recently approved Weymouth HRO, we expect it to take a shorter time for approval (Weymouth was around two years).	
The purpose is to clarify Harbour estate and Harbour limits and update the legislation governing the Harbours. Bridport and Lyme Regis are within a combined application which saved £17000.	

5. Harbour Masters report, updates

JR - Gave an overview of the Harbour Masters report provided at the last Harbour Committee meeting. This can be viewed at dorsetcouncil.gov.uk

JR – Presented the budget summary, provided at the last Harbours committee. This can be viewed at dorsetcouncil.gov.uk

<https://moderngov.dorsetcouncil.gov.uk/mgCommitteeDetails.aspx?ID=163>

Dredging – The environment agency paid previously all fees but have now withdrawn following the recent extensive coast defence works. £25000 from our dredging budget is placed into the reserve account to pay for the inner Harbour dredging.

Cllr MR – Asked if scouring affects the inner Harbour?

JR - East side builds up softer silt than left, scouring doesn't have the effect it used to so dredging needs to be done instead.

AB – Queried the annual rise in fees/costs, will these be reviewed once the pandemic is over?

JR – Explained that the Commercial increase of 10% will bring them back in line with the private sector, essentially Commercial receive a 50% discount in comparison to an annual fee to a seasonal fee.

SM – Asked if JR had considered the impact of COVID19 in the figures presented in the budget report. These were good considering.

JR – Explained the Harbour would have been busier, however figures are not down too much. More single launches took place when the restrictions were eased which made a difference.

Cllr MR – Comments, lots of praise was given to all Harbour staff within the feedback from the Harbour strategy workshops. Committee were pleased with the positive comments.

Parking charges for log stay, £8 daily fee was confirmed for locals and visiting anglers. Season tickets are available through car parking services, but unsure if these tickets could be purchased by visitors or residents only. There were concerns that increased parking fees would put people off coming to West Bay to go sea angling and that people may chose Weymouth instead.

6. Harbour Consultative Group - Terms of Reference/Future Role and Structure

KB – Talked through the terms of reference and future role and structure of the group, further information will be circulated in the next few weeks which includes the process of representative nominations. Nominations will be discussed in a meeting to be held pre-season. It is hoped to have the group up and running by April.

KB – Confirmed what groups are to be represented and asked if they currently exist or is there an alternative member from those listed in the Terms of Reference?

Cllr MR – Asked if there was a power craft organisation in West Bay.

JR – This would be covered by leisure representative.

Brian – Asked if the coastguards or RLNI would be represented.

<p>KB – Responded, they would be invited to the meeting as and when needed to discuss particular issues and to use their expertise.</p> <p>CH – Commented, West Bay is fairly distributed with power and sail vessels, can these be represented separately? JR – Their representative will represent both, this can be looked at in the future if necessary.</p> <p>Note – It is important that the representatives communicate with their networks/group members and report any issues raised back to the Harbour Master or Committee. It is important that the groups are representative of all Harbour users, but also that the group size is manageable.</p> <p>MR – Explained that the representative will have a substitute who can represent the second strand if there is two strands to the group.</p> <p>The Consultative Group will continue to meet twice per year, at the start of and the end of each season. At times however, there may be extra informal meetings for feedback regarding other projects.</p>	
<p>7. Q&A's</p>	
<p>CH – Are there any other plans or news for next month or so? JR – Engineers are monitoring an area of the Harbour Wall due to cracks appearing, the west side of the Harbour between the toilets and the roundabout.</p> <p>Milo – Will there be an impact to Harbour users during the works to east basin? JR – Areas will be accessible during this time.</p> <p>MS – Expressed the pontoons at times can be congested, previously a volunteer managed this. Can this be looked into? JR – We are happy to receive interest from volunteers.</p> <p>DA – Can people work on their boats currently during lockdown as people are still able to use their boats for recreational/exercise purposes? JR - Police are monitoring the area and have turned people away as this is not deemed essential work.</p> <p>CH - Gave thanks to the Harbour team for their hard work and being helpful.</p>	
<p>8. Any other business</p>	
<p>Meeting concluded 19:40</p>	

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**Lyme Regis Harbour Consultative Group (LRHCG)
Meeting 15 December 2020 Virtual via Teams**

Present

Ken Buchan (KB)	Head of Environment & Well Being
Mike Higgs (MH)	Assistant Harbour Master
Sally Holman (SH)	Local Resident
Chris Joyner (CJ)	LR Sea School
John King (JK)	Fisherman
Brian Larcombe (BL)	Mayor – LR Town Council
Becky McGowan (BM)	Business Support Officer, Harbour Administration, Note Taker
James Radcliffe (JR)	Harbour Master
Will Reed (WR)	Director of the BBA
Cllr Mark Roberts (MR)	Dorset Council Harbours Committee Chair
Chris Turner (CT)	Sailing Club-RYA Area Representative
Derek Vickery (DV)	Unaffiliated Observer
Chris Waller (CW)	LRGC

1. Welcome & Introductions	Action
JR – Welcomed everyone to the meeting, individual introductions were given.	
2. Apologies	
Mark Dack - Fishermen Max Gallop – Lyme Regis Aquarium Nick Marks - RLNI John Broom -Town Council Mark Green – Deputy Lyme Regis Town Clerk	
3. Minutes of the Previous Meeting	
PWC's – MR had not been forwarded details from the previous Committee Chair however, will add to the agenda for the next meeting.	MR
Wi-Fi – JR explained that this is still ongoing, a planning application needs to be raised.	JR
Pontoons – Where downsized from last year as planned and proved to have worked well from the previous year.	
Depth figures are available in Harbour office.	
Cleaning of the Cobb – Harbour staff are also sweeping this area alongside cleaners and hopes to have made an improvement.	
KB - Answered SH previous query regarding the coastal community team funding, round 5 had finished but there has been no announcement for round 6 for England. Money had been used for anchorage system for pontoons.	
Tube tackle line bins - MR will add to the agenda list to mention again.	MR
4. Harbour Committee Chair Updates	
MR took over as Harbours Committee Chair in September 2020. The Committee includes 6 elected members and 4 independent members. We currently have 3 and a newly appointed independent member will be publicised soon. MR discussed the Councils strategy to save money in hopes of reducing a current deficit of around £41 million as a whole. This includes the cap on public employees earning over £24000 who won't receive a pay rise and assets management including mothballing of South Walks House. It was emphasised that adult and children social care services are priority and the need to cover the rising costs, Council Tax increases will go towards this. Place services are required to make savings which includes making all the 3 Harbours becoming as self-sufficient as possible. The Harbours Committee has approved a small price increase, this will assist with covering the costs of the dredging and other maintenance works around the Harbour, however, under the current circumstances it is hoped that our customers understand the importance and reasoning for this. Weymouth Harbour is managing self-sufficiency although assets need to be	

replaced for example the pilot boat and repair and maintenance of the harbour walls.

5. Harbour Report Updates

JR – Lyme Regis Environmental Improvement Scheme Phase 5 – The Cobb. Matthew Penny, Engineering Projects Manager reported, The Phase 5 scheme was approved by West Dorset DC Cabinet in 2018 but the project has been on-hold primarily due to a lack of staff resource until September this year. We have met with JBA Ltd regularly to discuss progress. We are currently undertaking a review of the design elements to ensure the objectives of the scheme will still be met. This includes discussion with key stakeholders. We are aiming to have the flood defence grant-in-aid business case ready to submit during Spring 2021, which will help fund the proposed construction work, scheduled for Winter 2022/23. Prior to that we need to gain approvals from consenting and licensing bodies and complete detailed design. It is our intent to hold public engagement and awareness sessions during this period.

A question was raised around the investment of general maintenance around the Cobb, particularly surfaces and walkways and the edging facing seaward. JR explained that the main part is in progress, some surfacing works are currently underway and hoped to be complete by year 22-23.

SH – Praised the HM stores in respect of a good application, design and location (supported by BL) and asked when this will be completed?

JR – Referred back to his harbour report, which can be viewed via dorsetcouncil.gov.uk

SH – Asked if there were any restriction on materials used around the harbour to protect its heritage?

JR – “Prompt” cement is currently being used as recommended by English Heritage.

JR – Presented the harbour report provided in the latest Harbours Committee meeting. This can be viewed via dorsetcouncil.gov.uk

JR – Presented the general arrangement plan for the new storage building along with plans for the slipways works.

JR – Explained that the planning application has just gone in for the Harbour office retail area. This will be a conversion for chandlery and small boat items. It is hoped to be stocked and open by end of March 2021.

JR – The dredging of the pontoon area in June last year proved to have the best depth result ever. This resulted in increased visitors including more fin keeled yachts. The costs were covered by the Harbour paying a quarter and the beach management plan funding from the Environment Agency covering the rest. Total £100,000

JR - Gave thanks to the team in Lyme Regis, they have shown good teamwork and put in great effort all year round.

JR – Presented the budget summary, presented at Committee.

CT – Requested the reports be shared by email.

All reports are available to view via dorsetcouncil.gov.uk

<https://moderngov.dorsetcouncil.gov.uk/mgCommitteeDetails.aspx?ID=163>

BL – Are we at full capacity in the Harbour?

JR - Private moorings, currently 80% take up. Commercial moorings are at full capacity.

JR – Explained the temporary mooring process and hopes this will help fill the Harbour.

MR – Do we get many enquiries from outside areas, like Devon?

JR - Yes we do, the restriction was set to 10 mile radius which means people in

Axminster have the opportunity to hold a mooring.

It was mentioned that UK has been predicted to be a hotspot for inbound tourism next year 2021.

CW – Mentioned it was tight to manoeuvre within the inner Harbour and asked if this can be dredged?

JR - The inner Harbour isn't suitable for dredging, however the side of the slipway does get dug out due to silt build up. Caution needs to be taken around the Harbour walls, removing too much could cause damage.

KB – Bridport Forecasted outcome, overspend due to additional dredging. Lyme Regis is forecasted as favourable.

KB – Explained the extent of the Harbour will be highlighted, including land and concessions within the Harbour revision order made by full Council and the Harbours Committee to the MMO. It is hoped that the income from these areas after approval will come to Harbours instead of those other areas e.g. parking. The extra income will be of benefit to Harbours, however, more responsibility will be held for the maintenance of the infrastructure.
Looking at 18 months to 2 years' time for final approval.

SH – Asked, funding for HRO was to be spread over 2 years, has it been accounted for this year?

JR - Yes, there is a budget line for it and it is accounted for.

DV – Asked, for the webcam and Wi-Fi projects, if the webcams can provide extra coverage.

JR – The webcam cover an extensive area of both Lyme and Bridport Harbours and can be viewed via dorsetcouncil.gov.uk - live to YouTube.

<https://www.youtube.com/watch?v=1baWjyarQtU>

BL – Mentioned that the Harbour webcam reaches as far as central America, evidenced by one viewer who wrote in to say she logs in daily to watch the harbour webcam.

JR – Wind speed and gusts can be monitored through Davis weather link app, this has been circulated previously. It links into the weather station at the office.

DV – Requested the details to be circulated again.

CT- Suggested Wind Guru weather forecasting app can give lots of information.

KB – lcoast.co.uk use data from Wind Guru, it also provides information on transport, dive shop locations, places where you can sail from, has a nifty tool that shows strength of ocean currents at different times. It is recommended to have a look and report back thoughts/comments to Dorset Coast Forum.

<https://www.weatherlink.com/map/8379e0cd-a588-49c1-b2b8-62e129ecb327>

BL – Asked, is there any plans for upcoming season with regards to water sports management for such things like jet skis/PWCs? Have you had approaches?

JR - Yes regularly, the Harbour strategy may look into this and findings will go to consultation and Harbour Committee for further discussion.

BL – Raised a concern over paddle boards going out a way at sea and clashing with sailors, it is felt there is no control over this which raises the further concern of how well managed jet skis would be.

MR – Harbours Committee commission the Dorset Coast Forum to get views on the Harbour strategy in hopes to benefit the future of Harbours. PWC's are high in topic and as a consequence there will need to be further discussion about the pros and cons of PWC's.

The previous council went against PWC's but Weymouth Harbour are finding the modern craft are quieter and with restriction on movement they work well with other

water users. Further consultation will be held in the near future.
 BL – Felt that there wouldn't be great income and for councillors to bear in mind that heritage is important.

BL – MMO reports on coastal management and BL enquired if there were any issues raised in Lyme.

KB – Explained that different organisations have different responsibilities. Coast Defence policy is determined through Shoreline management plans which are created in different regions by coastal groups for example the southern Coastal Group or the Southwest Coastal group. Coast defence works in Lyme including the beach re-profiling and work on the Cobb would be part of shoreline management planning done in partnership between local authorities and the Environment Agency. The Marine management Organisation deal with Marine Planning and Natural England in designating Marine Protected Areas.

BL – Explained he was referring to fisheries management as Lyme Bay is more highly designated area compared to other parts of the coast, recognising the work of Blue Marine and highlighting the high level of fishing activity.

MR - Southern Inshore Fisheries and Conversation Authority have jurisdiction for fisheries enforcement within the six mile fisheries limit. They are active in Lyme Bay maintaining security of the Lyme Bay protected area. Protection is aided by drone that has the ability to fly 400ft high and can use facial recognition which can be used in court.

6. User Representative Reports

BM – Reported on behalf of NM-RNLNI
 In common with all Harbours users 2020 has been a challenging year. Despite lockdowns, and restrictions on training which were imposed to minimize Covid-19 risk to crew, we have been able to maintain an effective lifeboat service throughout the year. We also managed to deploy a lifeguard team for the majority of the summer. We have been busy throughout with the lifeboat responding to 45 service calls and our lifeguards being involved in 100 incidents. The lifeboat station has been closed to visitors since March and there have been no RNLi events, most significantly Lifeboat Week. This has had a major impact on Charity income although this has been offset by good turnover in the RNLi shop when this has been able to open. We are however, optimistic for 2021 and have started planning a full series of summer events. Once again I'd like to record my thanks to James and the Harbours team for their assistance throughout the year.

CW – LRGC 2020 has been a terrible year for organised water sports and the Lyme Regis Gig Club. Until recently, club rowing and other off water activities have been cancelled. Income from rowing has reduced dramatically compounded by a 30% reduction in membership to 120. Work on COVID 19 safety measure started in early March developing risk assessments and operating rules. These documents cover all on and off water activities. This ongoing work is being guided by the British Rowing safety officer under the direction of our governing body, the Cornish Pilot Gig Association. Comprehensive COVID 19 "return to rowing" guidance covering all "safety Tiers" has been issued by British Rowing and can be accessed on their web site.
 The club has established "rowing bubbles" comprising a dedicated cox and crew; no mixing of crews between bubbles is allowed both on and off the water. "QR codes" are in place at all club premises supported by a track and trace procedure based on rowing schedules.
 The safety of rowers, other water users and the general public remains the clubs highest priority

CJ – Sea School has had a disappointing year, Courses have been closed down and refunds where given to those that paid although some did retain fees for courses later on. Finances continue to pay Harbours dues and launching fees. To save money we altered our insurance to cover land base risk only as we have not been able to use the boats and we have no income at all from course. We are hopeful for a better year next year with the plans we have but do need relaxation on social distancing.

CT – Sailing Club also has had a difficult year, through lockdowns launching not

been available. It's our centennial this year and hope to celebrate this next year. We have made a loss this year as facilities were unable to be used. We have provided some training and hopes to continue that in the winter.

WR- BBA will encourage students to get involved next year. There has been a huge loss in number of students reducing to half. We are looking into building work for expansion to fit more people in. To survive we need full numbers. We have recently had a successful launch and looking at July 2021 for the next one. We currently rent the Cobb garage from Perries however the lease no longer works for them and alternative space may need to be sought. We are interested in area behind Harbours office?

JR – This is likely to go back to the Town Council.

BL – Mentioned that the cadet hut is looking in a bad state and works may need to be done in the next few years.

BL – Advised WR to keep his interest in the HM stores known to John Wright – Lyme Regis Town Clerk.

SH – Mentioned there has been big changes within the Cobb community. Windfalls of very busy periods have benefited car parks and local businesses however concerned of the Cobb surfaces and structure.

BL – Mentioned there had been a footfall of visitors even without Covid-19 and said there needs to be thought on how to manage those numbers while being mindful of the consequences of any decisions made.

SH – Queried the barrier use around the Fishermens area.

JR – These were placed to prevent public access during Covid-19. They do not restrict access to the pontoons.

7. Harbour Consultative Group - Terms of Reference/Future Role and Structure

KB – Harbours Committee is up and running and members have settling in. The Committee are now keen to formalise the Harbour Consultative Group.

KB – Talked through the terms of reference and future role and structure of the group, further information will be circulated in the new year which includes the process of representative nominations. Nominations will be discussed in a meeting early March. It is hoped to have the group up and running before the next Committee meeting.

BL – Explained that there is no Lyme traders group, an attempt to gather a group was previously made but there was no interest. A suggestion was made to include Dorset Ward member Daryl Turner if there is any interest.

KB – Explained the Terms of Reference is clear on electing of members. There is concern of having too many elected councillor members.

KB – Welcomed suggestions on any other active user groups within the Harbour as an alternative to the traders.

A suggestion of swimming groups were made.

SH – Expressed there should be separation between boatmen and fishermen and people who input to and care about the Harbour deserve a voice.

KB – Noted the good point made by SH and had already queried their differences.

DV – Mobile Marine & Lyme Bay Ribs, how are they represented under this categorisation?

KB – Do these represent wider sector? We are trying to promote representatives for a particular sector. Upon identification there will be a list of users that will feed into the representative who will be the voice in the consultative group. The Chair will then feed into the Committee.

DV – Feels they work well around the Harbour by looking after boats etc. and wouldn't want them losing a voice. Suggested they come under Cobb traders.

WR – Shared his interest in the community/town and is interested in increasing contact and involvement.

SH – Feels there should not be too much hierarchy within the groups that take away the use of the Harbour office and out do the Harbour staff's availability in

<p>listening to or assisting with any issues raised. KB – Explained that engagement of Harbour users is recognised as important. MR – Explained the Consultative Committee gives an independent view of concerns or thoughts towards the Harbour strategy and is better to come from Committee rather than the HM. This promotes an independent view. Minutes will be taken by Becky McGowan, as an independent secretarial function. There will be varying view points across the Harbour which helps form the strategy for the future of the harbours. KB – Groups will be supported by Harbour staff but will work in their own right. MR – It's good for the Harbour Committee to be aware of the operational tweaking that goes into resolving issues that's has been raised.</p>	
8. Q&A's	
<p>CJ – Gave a brief history breakdown of the club and Harbour fees previously paid. Concern was raised over the new fee increase and wishes to appeal against it. CT – Raised concern over the fee increase also. JR - Following earlier conversations, it's been agreed to meet separately to discuss. MR – Committee formally approved these fees and would to be party in the meeting to come to a resolution. SH – Added it was a shock to see such a large fee increase, however does understand why this needs to be done. Concerns the clubs won't be able to survive if we don't come to a reasonable price.</p> <p>BL – Asked, How can we counter West East drift? Suggested a Groin? JR – We will pass to engineers for observation. MR - SCOPAC do research along the south coast around issues of coastal defence. We can see if they want to look at it and do some modelling on the effects it may have with putting in a Groin. There could be unintended consequences.</p> <p>BL – Asked, When the dredging will take place next year? JR – Looking at April if this can be managed. It was highlighted, previously equipment couldn't be moved due to the lockdown which resulted in later dredging works being carried.</p>	JR MR KB
9. Any Other Business	
<p>MR – Made a recommendation to watch, “Lyme Bay Road to Recovery” Premiered by Blue Marine. It may be of interest to anyone connected to Lyme.</p> <p>SH – Would like to thank the fishing college for their hard work and feels they deserve commendation from us all. SH – Lyme Regis RLNI where featured in the TV series Saving lives at sea, thanks were given for their work. SH – Thanks were also given to the Harbour staff.</p> <p>WR – We became a charity this year and provide bursaries for students. Our first student starts in the new year. MR – Felt WR story could be published as “Good News Story” on Dorset for you. Will speak with communications team.</p> <p>BL – Gave thanks to all involved in Harbour under the strain and everyone in support.</p>	MR
Meeting concluded 20:40	

Harbours Committee 17 March 2021 Budget Monitoring Report

For Decision

Portfolio Holder: Cllr R Bryan, Highways, Travel and Environment

Local Councillor(s): Cllr M Roberts, Harbours Committee Chair

Executive Director: J Sellgren, Executive Director of Place

Report Authors: Jamie Joyce (Weymouth) James Radcliffe (Bridport and Lyme)

Title: Harbour Masters

Tel: 01305 838386; 01308 423222

Email: Jamie.joyce@dorsetcouncil.gov.uk; james.radcliffe@dorsetcouncil.gov.uk

Report Status: Public

Recommendation: To note the Budget Monitoring figures for 2020/21.

Reason for Recommendation: The Harbours Committee has the responsibility for the harbours' finances including budget setting, budget monitoring and the final out-turn at the year end.

1. Executive Summary

The purpose of the report is to set out the current position for the Harbour Revenue Budgets for Weymouth, Bridport and Lyme Regis Harbours at the end of January 2021 and the predicted position of the Weymouth Harbour Reserves for 2020/21.

The details are given at the Appendices.

2. Financial Implications

The report covers the harbours' budgets. The summary information is presented under the standard corporate headings. The types of expenditure included within each heading are as follows:

- Employees - all costs relating to staffing including basic pay, National Insurance, pension contributions and training.
- Premises – Utilities and Rates, Refuse, Planned Maintenance, Surveys, Response Maintenance.

- Transport – Travel and Subsistence.
- Supplies and Services – Insurance, Service Agreements, Advertising, Equipment, Subscriptions, Printing and Stationery

The income is made up of:

- Commercial Activities – income relating to pilotage, annual commercial berths, visiting commercial vessels and visiting fishing vessels.
- Leisure Activities – marina berths, visiting yachts, use of slipway and PWC permits.
- Rents and Licences – income relating to rental of property, boat and operating licences.
- Recoverables – where recharges are made to lease and licence holders for energy. Also includes electricity charged to annual berth holders and visiting vessels.

3. Well-being and Health Implications

The Harbours' Budgets fund items that have implications for voluntary organisations, community safety and physical activity. Looking after the Harbour infrastructure is vital for the safe and efficient use of the harbour for these purposes. The implications are considered for individual items when funding commitment is being approved.

4. Climate implications

The Harbours' Budgets fund items that have implications for sustainability, property and assets and climate. These implications are considered for individual items when funding commitment is being approved.

5. Other Implications

Harbour issues are subject to regular consultation with customers, the Harbour Consultative Group and the Harbours Committee. The harbours' accounts form part of the Council's overall Statement of Accounts, which is considered and approved by the Audit Committee.

6. Risk Assessment

Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk: Medium
Residual Risk: Medium

The Harbours' Budget Monitoring Report helps manage the risks of under or overspending the budget. Many items of expenditure have a link to safety of customers and the general public.

7. Equalities Impact Assessment

There are no equalities implications arising from this report.

8. Appendices

Appendix 1A Weymouth Harbour Report

Appendix 1B Weymouth Budget Monitoring Financial Summary 2020/21

Appendix 2A Bridport Harbour Report

Appendix 2B Bridport Budget Monitoring Financial Summary 2020/21

Appendix 3A Lyme Regis Harbour Report

Appendix 3B Lyme Regis Budget Monitoring Financial Summary 2020/21

9. Background Papers

None

Footnote:

Issues relating to financial, legal, environmental, economic and equalities implications have been considered and any information relevant to the decision is included within the report.

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Appendix 1A

Harbours Committee 17 March 2021

Weymouth Harbour Budget Monitoring 2020/21 Summary

1. Executive Summary

- 1.1 The Budget Monitoring figures as at 31 January 2021 are given at Appendix 1B. The year has been impacted by the Coronavirus pandemic which has caused reduced operations and other challenges for harbour users and visitors.
- 1.2 The Weymouth Harbour Budget was approved with the knowledge that there was a predicted shortfall of £239,026 which would be taken from the reserves. The current budget monitoring position shows an improving favourable figure of £203,304. This is largely due to savings made from the Asset Management Plan. A number of items have been deferred as detailed in paragraph 4 below. Any surplus at the year end would be transferred back into the harbour reserves.
- 1.3 The predicted year end position of the harbour reserve is £1,180,910. The harbour team are working on producing a robust Asset Management Plan which will enable us to report back to the Committee the most up to date status of our financial commitment for replacing Assets over the next 5 years. This would result in a clearer picture of how these reserves will need to be used.
- 1.4 £100,000 has been included as a transaction from the reserves as an agreed contribution to the Quayside Regeneration Project.
- 1.5 Opportunities and Risks that may have a bearing on this year end prediction are listed below (para 5.1).

2. Revenue Budget Income: Overall £68,447 (A)

- 2.1 There has been reduced income in the following areas:
 - The harbour remained open to visiting commercial vessels but operationally work programmes changed resulting in fewer visits.
 - Cancellation of events.
 - During lockdown periods there was a period of either no bridge lifts or reduced numbers.
 - Number of visiting yachts was severely affected for the whole of the season.
 - Electricity sales for visiting yachts.
 - Reduced number or period for Operating Licences for trip boats.

Favourable variances are as follows:

- Occupancy rates for marina berths were up compared to last year and it is expected that we will exceed budget expectations.
- Activities at the slipway busier than previous years
- Sale of PWC permits.

3. Revenue Budget Expenditure: Overall £271,751 (F)

3.1 The variances to budget predictions are as follows:

- Fewer seasonal staff have been employed this year but there have been some increased costs to cover workloads and sickness.
- There is an expectation that we will not use all of the budget allocated to training.
- Savings in energy costs based on reduced number of visitors but other areas remain relatively unchanged.
- Further work on rates assessments has resulted in refunds.
- Expenditure against budget in relation to response maintenance is low and an underspend has been predicted.
- In recent years, it has been reported that there have been issues with the water and electricity supplies to the Peninsula. These are largely resolved, and we can better predict our true costs which is higher than budget estimates.
- Based on current expenditure and known commitments, it has been possible to predict savings against contracts, equipment and advertising budgets.
- On-going legal costs relating to the Harbour Revision Order work are being paid but were not in the budget.

4. Asset Management: In-Year Improvements £244,811 (F)

4.1 The Programme of Works for 2020/21 is an extract from the 25-year Harbour Asset Management Plan. £484,903 was budgeted to fund an agreed programme of improvements works. In this financial year, a number of projects to the value of £244,811 have been deferred. This was done where it was considered possible to extend the life of the asset or to give us an opportunity to undertake a full review of the plan.

4.2 A thorough review of the Asset Plan is in progress and our priority over the next few months is to gain a better understanding of the best utilisation of assets. We will be considering what we use our assets for, what jobs they are doing, are they still fit for purpose and can we be doing things differently.

5. Opportunities and risks

Actual expenditure on response maintenance is currently low and predictions have been made to suggest a saving whilst leaving a reasonable budget to

respond to response maintenance. Should anything major occur then that saving would need to be called upon.

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Appendix 1B

2020/21 Weymouth Harbour Budget Monitoring Report as at October 2020
Harbours Committee December 2020

	2020/21 Full Yr Budget £	2020/21 Prediction £	Variance £	
Summary of Revenue Budget:				
Expenditure:				
Employees	440,929	440,199	730	(F)
Premises	170,660	140,861	29,799	(F)
Transport	1,116	608	508	(F)
Supplies and Services	164,062	168,159	(4,097)	(A)
Service Recharges (Non-controllable)	229,000	229,000	0	(F)
Asset Management: Improvements*	484,903	240,092	244,811	(F)
			0	(F)
Total Expenditure	<u>1,490,670</u>	<u>1,218,919</u>	<u>271,751</u>	(F)
Income:				
Rents and Licences & Other Income Activities	(1,164,036)	(1,095,589)	(68,447)	(A)
Total Income	<u>(1,164,036)</u>	<u>(1,095,589)</u>	<u>(68,447)</u>	(A)
Reserves Movements:				
From Reserves - transfer from reserves for Asset Management: Improvements c/f from 19/20	(74,143)	(74,143)	0	(F)
From Reserves - transfer from reserves to balance budget	(239,026)	(239,026)	0	(F)
Total Reserve Movements	<u>(313,169)</u>	<u>(313,169)</u>	<u>0</u>	(F)
Net Budget (surplus) / deficit	<u>13,465</u>	<u>(189,839)</u>	<u>203,304</u>	(F)
Harbour Reserves Summary				
Balance b/f	Harbour Reserves 1,390,775			
Transfer to Revenue Budget for Asset Management Improvements c/f from 19/20	(74,143)			
From Reserves - transfer from reserves to balance budget	(239,026)			
Contribution to Quayside Regeneration Project	(100,000)			
Year end favourable position	203,304			
Predicted Year End Position	<u>1,180,910</u>			

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Appendix 2A

Harbours Committee 17 March 2021

Bridport Harbour Budget Monitoring Report Summary for 2020/21

1. Executive Summary

- 1.1 The Bridport Harbour Budget is predicted to return a year end overspend of £35,258 mainly due to income loss from the effect of COVID and additional Outer Harbour dredging costs.

The predicted year end position of the Harbour Reserve is £25000.

2. Revenue Budget Expenditure: Overall £64,585 (A)

- 2.1 The main variances to budget predictions are as follows:

Employees: £5,731 (F)

The Bridport Harbour Master has been covering both Bridport and Lyme Regis Harbours. These costs are now being split between the two harbour budgets.

Premises £2,135 (A)

Additional property costs such as cleaning contract costs and an increase in Crown Estate rent

Transport £1,595 (A)

Additional fuel costs as Bridport currently has the fuel cost for Lyme which will be transferred across.

Supplies and Services £ 70,216 (A)

Outer harbour dredging is no longer supported by the Environment Agency and this resulted in a significant increase in expenditure this year - £75k was allocated from DC Contingency funds but the final figure was £117k.

Additional expenditure relates the contribution made towards the Designated Person contract with Marico Marine.

3. Revenue Budget Income: Overall £4.027 (F)

- 3.1 There is a forecast loss of income of £21,214 from the impact of COVID on fees & charges, although the income projection could be better or worse than currently forecast depending on the future impact of COVID and any future lockdowns.

4. Reserve Movements: £25,300 (F)

- 4.1 There will be no transfer to reserves this year, the budget has been used to offset the outer harbour dredging costs incurred above.

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Appendix 2B

**2020/21 Bridport Harbour Budget Monitoring Report
Harbours Committee March 2021**

	2020/21 Full Yr Budget £	2020/21 Predicted £	Variance £	
Summary of Revenue Budget:				
Expenditure:				
Internal Charges	0	171	(171)	(A)
Employees	123,231	117,500	5,731	(F)
Premises	9,772	11,907	(2,135)	(A)
Transport	3,856	5,451	(1,595)	(A)
Supplies and Services	115,742	185,958	(70,216)	(A)
Service Recharges (Non-controllable)	74,817	74,817	0	(F)
Third Party Payments (Contractors)	30,081	26,281	3,800	(F)
Total Expenditure	357,499	422,085	(64,586)	(A)
Income:				
Rents and Licences & Other Income Activities	(195,291)	(199,318)	4,027	(F)
Total Income	(195,291)	(199,318)	4,027	(F)
Reserve Movements				
To Reserves - Transfer for future Harbour Dredging	25,300	0	25,300	(F)
Total Reserve Movements	25,300	0	25,300	(F)
Total Bridport Harbour	187,508	222,767	-35,259	(A)

Harbour Reserves Summary	Harbour Reserves
Balance b/f from 2019-20	25,000
2020-21 Contribution to Inner Harbour Dredging	0
Total of Harbour Reserves	25,000

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Appendix 3A

Harbours Committee 17 March 2021

Lyme Regis Harbour Budget Monitoring Report Summary for 2020/21

1. Executive Summary

- 1.1 The Lyme Regis Harbour Budget is predicted to be favourable at year end of £6,231
The predicted year end position of the Harbour Reserve is £71,289.

2. Revenue Budget Expenditure: Overall £130,198 (A)

- 2.1 The main variances to budget predictions are as follows:

Employees: £6,258 (F)

The Bridport Harbour Master has been covering both Bridport and Lyme Regis Harbours creating a staff saving.

Transport: £2,470 (F)

Fuel cost for Harbour vehicles are currently on Bridport's budget and need to be transferred to Lyme's. Additional savings have been made with boat fuel due to events being cancelled and the shortened season.

Supplies & Services: £101,819 (A)

Additional costs of Outer Harbour Dredging offset by Government Grant funding shown in income below and dredging reserve. There have also been some additional non-budgeted costs this year due to the Lyme Regis Harbour share of the cost of the independent Designated Person from Marico Marine.

Third Party Payments: £37,150 (A)

Payments for the new pontoon anchor system funded by the EMFF which is shown as additional grant funded income below.

3. Revenue Budget Income: Overall £111,178 (F)

- 3.1 We are forecasting a favourable year end position of £111,178 additional income, of which £98,583 is government grant funding offsetting costs above.
- 3.2 With improved time tabling of staff this has led to more effective collection of harbour dues resulting in increased returns.

Reserve Movements: £25,250 (F)

4.1 This year's budget allocated for dredging has been used in year and not transferred to reserve

Appendix 3B

2020/21 Lyme Regis Harbour Budget Monitoring Report
Harbours Committee March 2021

	2020/21 Full Yr Budget £	2020/21 Predicted £	Variance £	
Summary of Revenue Budget:				
Expenditure:				
Internal Charges	0	119	(119)	(A)
Employees	101,201	94,943	6,258	(F)
Premises	24,747	24,584	163	(F)
Transport	11,074	8,604	2,470	(F)
Supplies and Services	23,630	125,449	(101,819)	(A)
Service Recharges (Non-controllable)	74,686	74,686	0	(F)
Third Party Payments (Contractors)	11,560	48,710	(37,150)	(A)
Total Expenditure	246,898	377,095	(130,197)	(A)
Income:				
Government Grants	0	(98,583)	98,583	(F)
Rents and Licences & Other Income Activities	(163,998)	(176,594)	12,596	(F)
Total Income	(163,998)	(275,177)	111,179	(F)
Reserve Movements				
To Reserves-Transfer for future Harbour Dredging	25,250	0	25,250	(F)
Total Reserve Movements	25,250	0	25,250	(F)
Total Lyme Regis Harbour	108,150	101,918	6,232	(F)

Harbour Reserves Summary	Harbour Reserves
Balance b/f	71,289
Transfer to reserve from revenue budget 20-21	0
Total of Harbour Reserves	71,289

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Harbours Committee 17 March 2021 PMSC Designated Persons and Health and Safety Report

For Decision

Portfolio Holder: Cllr R Bryan, Highways, Travel and Environment

Local Councillor(s): Cllr M Roberts, Harbours Committee Chair

Executive Director: J Sellgren, Executive Director of Place

Report Author: William Heaps Marico Marine, Stuart Derbyshire Dorset Council,
Senior Health & Safety Consultant

Title: Designated Person for Dorset Councils Harbour

Tel: + 44 (0) 2380 811133

Email: william.heaps@maricogroup.com

Report Status: Public

Recommendation: That the Harbours Committee approves the Designated Person's report and that the report is sent to Full Council for information

Reason for Recommendation: Harbour operations have been reviewed and assessed throughout the period by the Designated Person and as a result compliance with the Code is reported.

- 1. Executive Summary** The report at Appendix 1 outlines the 12 monthly review of Weymouth, Bridport and Lyme Regis Harbours including the current status of compliance with the principles of the Port Marine Safety Code (PMSC) and advises members of the Full Council as Duty Holders of any relevant information during the period. This report covers activity between March 2020 and February 2021.

The reports contained within appendices 2 to 4 outlines the Dorset Council Health and Safety review of the three harbours current status of compliance with the principles of Dorset Council health and safety policies.

2. Financial Implications

There are financial considerations with the ongoing work in the harbour. These are being managed through the Business Plan, specific projects and the routine financial approvals process.

3. Well-being and Health Implications

As covered in the report.

4. Climate implications

As covered in the report.

5. Other Implications

As covered in the report.

6. Risk Assessment

Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk:	Medium
Residual Risk:	Medium

7. Equalities Impact Assessment

No direct implication for this report.

8. Appendices

Appendix 1: Report from the Designated Person Marico Marine

Appendix 2: Dorset Council H&S Report – Weymouth

Appendix 3: Dorset Council H&S Report – Bridport

Appendix 4: Dorset Council H&S Report – Lyme Regis

9. Background Papers

Port Marine Safety Code

Weymouth Harbour Operations Plan (updated September 2015 with corrections in August 2017)

Weymouth Harbour Business Plan

Footnote:

Issues relating to financial, legal, environmental, economic and equalities implications have been considered and any information relevant to the decision is included within the report.

**DESIGNATED PERSON REPORT TO DORSET COUNCIL
HARBOURS COMMITTEE MARCH 2021**



Report Number: 19UK1555_DP_Mar_21
Issue: 01
Date: 22 February 2021



**International Harbour
Masters Association**



DORSET COUNCIL

DESIGNATED PERSON REPORT TO DORSET COUNCIL HARBOURS COMMITTEE MARCH 2021

Prepared for: Dorset Council
County Hall
Colliton Park
Dorchester
Dorset
DT1 1XJ

Author(s): William Heaps

Checked By: Shirley Barnet

Date	Release	Prepared	Authorised	Notes
22 Feb 2021	Issue 01	WH	AC	For Issue

Marine and Risk Consultants Ltd
Marico Marine
Bramshaw
Lyndhurst
Hampshire
SO43 7JB
United Kingdom

Tel. + 44 (0) 2380 811133

22 February 2021

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1 INTRODUCTION

On 1 October 2019 Dorset Council appointed Marine and Risk Consultants Limited (Marico Marine) to provide Designated Person (DP) services to the Ports of Lyme Regis, Bridport and Weymouth as required by the Port Marine Safety Code (PMSC) for a three-year contract period.

Mr William Heaps has remained the nominated Designated Person throughout the period.

2 DESIGNATED PERSON REPORT

This report covers activity between March 2020 and February 2021.

The year covered by this report has been dominated by the Covid-19 pandemic and the resulting restrictions on travel and business. For that reason, it has not been possible to undertake any visits to Dorset Harbours in the reporting period. However, both Marico Marine and the Harbour Masters have managed to maintain “business as usual” as far as possible throughout the year.

During March 2020 the DP was expected to attend the Harbours Committee meeting in Dorchester to present the findings of the initial audits of all harbour operations. Unfortunately, that meeting became one of the first victims of Covid related cancellations, and in the event, the audits were not presented to the committee until September. The DP was able to attend that meeting (remotely) and answer questions from members.

While travel has not been an option contact has been maintained remotely using video conferencing, telephone and email. Nevertheless, a physical visit (preferably to undertake a review of progress since the previous audits), will be prioritised as soon as travel becomes feasible once again. In particular, a visit to Lyme Regis to view operations is planned, as the DP has not yet visited this harbour in a professional capacity.

The sections below are set out in the order of the chapter headings in the Guide to Good Practice on Port Operations, and summarise observations related to PMSC compliance.

2.1 LEGAL

2.1.1 National

The “Port Marine Safety Code” published on 3 Nov 18 remains current; and “A Guide to Good Practice on Port Marine Operations” was last updated on 4 Apr 18 (with minor amendments made to the previous edition, chiefly corrections to internet links).

The MCA has not published their annual report on health check trends since Apr 19, although they have stated the intention to recommence these in a refreshed format. As this report often gives useful information regarding common themes to be aware of, the DP will alert officers and members upon publication.

The MCA has recently appointed a new Ports Liaison lead following an extended period during which the post was vacant. While the schedule of Health Checks was maintained by other MCA staff, including regional surveyors, and meetings such as the Port Marine Safety Code Working Group continued, it is hoped that the new postholder will re-invigorate MCA’s support of the Code, and it is anticipated that the Health Check programme may become more effective.

2.1.2 Local

The Weymouth Harbour Revision Order has been approved and is coming into effect at the time of preparing this report. This has resulted in Weymouth having modern and effective local powers, which will be kept under close review as they become embedded in daily operations.

The HRO for Bridport and Lyme Regis remains under preparation and should deliver similar benefits to the two Harbours.

The Marine Safety Management Systems and operational procedures for Weymouth, and in due course Bridport and Lyme Regis, will need to be updated to take into account the new legislation. (Already in hand for Weymouth). It is anticipated that new General Directions will be issued during 2021.

2.2 ACCOUNTABILITY FOR MARINE SAFETY (DUTY HOLDER AND DESIGNATED PERSON)

The DP has been observing reports submitted to the Duty Holder during the year and is pleased to note that they are clear and informative with regard to PMSC compliance matters, allowing the Duty Holder to have confidence that those matters for which they are accountable are being properly discharged. The common reporting format across all harbours is positively noted.

The DP welcomes the opportunity to attend Harbours Committee meetings (in person or virtually) to answer any questions from members.

2.2.1 Statement of PMSC Compliance

During October 2020 the MCA published Marine Information Notice 641 which sets out the timetable for “Port Marine Safety Code Compliance Submission for 2021-2024”. All Statutory harbour authorities, private ports and other marine facilities are required to email a signed statement to the MCA confirming their organisation’s PMSC compliance.

The next round of compliance statements is due on or before 31 March 2021. (See **section 3** of this report for recommendation).

2.3 CONSULTATION

Consultation meetings have of course been severely curtailed during the Covid pandemic, but all harbours have endeavoured to maintain communications with key harbour stakeholders using methods other than physical meetings.

Particular attention is drawn to the very clear but detailed advice to harbour users during the pandemic which is documented on the Weymouth Harbour website. Government guidance changed rapidly, especially during the early stages of “lock down”, and the advice given by the Weymouth Harbour Master to local users was clear and detailed in the interpretation of that guidance, as well as timely. (Sometimes requiring updates and new notices within hours).

While remote consultation has become the new normal, it is recommended that traditional consultation meetings are re-instated at all three harbours as soon as circumstances allow.

In addition, there has been a range of formal consultation undertaken, especially in connection with the Weymouth HRO and Peninsula site re-development.

2.4 NAVIGATION RISK ASSESSMENT

Navigation risk assessments are in place and have been reviewed as required.

The existing NRAs were reviewed in January 2021 with stakeholder input, and the top risks have been identified, resulting in a new control measure of Personal Watercraft operating areas.

A full review of the NRAs will form part of the proposed site visits during 2021.

“Point of Work” (dynamic) risk assessment procedures have now been developed.

2.5 MARINE SAFETY MANAGEMENT SYSTEM (MSMS)

The Safety Management System for all three harbours was audited at the start of the contract in late 2019. A review of evidence that procedures have been followed will be the main objective of the 2021 site visits by the DP.

New berthing task procedures have been introduced during 2020/21.

2.6 EMERGENCY PREPAREDNESS

All three Harbours benefit from Council Emergency planning support.

2.7 CONSERVANCY

The conservancy function of all three harbours is well understood by the Harbour Masters. Regular surveys have continued as required.

Trinity Light House Service audits of navigation aids were all satisfactory.

2.8 MANAGEMENT OF NAVIGATION

Covid restrictions have presented some unusual challenges during the year, with the leisure “season” being very compressed and busy during 2020. While all three harbours coped well, the chief challenge was covering seasonal staff, who did not have the benefit of a gradual start to the season allowing initial training before the usual peak period.

2.9 PILOTAGE

Pilotage is currently only provided in Weymouth and is little used. The ongoing need for pilotage, and the practicalities of its provision should be kept under review.

Bridport is a defunct pilotage authority, and it has already been recommended that this be reviewed.

2.10 TOWAGE

Towage is not a significant operation at any of the ports. However, it is not unknown in Weymouth, where it is covered by operational procedures which should remain under review.

2.11 MARINE SERVICES

The Weymouth Harbour workboat “Melway” has become unreliable, and operational procedures have been revised following appropriate risk assessment.

Permits to work procedures have been introduced as an on-line system, improving compliance with procedures.

2.11.1 Vessel Mooring and Self-mooring

Following a number of incidents around the United Kingdom the MAIB and MCA have drawn Harbour Authorities’ attention to the hazards of mooring vessels and, in particular, self-mooring.

Port Skills and Safety also reissued SIP 005 - Guidance on Mooring in Nov 20.

2.12 PROFESSIONAL QUALIFICATIONS AND COMPETENCIES OF MARINE PERSONNEL

The most significant personnel related event during the reporting period has been the retirement of the previous Weymouth Harbour Master. The Council has been fortunate in securing a suitably qualified replacement (Jamie Joyce) who has already settled well into the role. The DP and HM have had two remote calls to become acquainted and review current issues and ongoing plans.

Bridport and Lyme Regis remain under a temporary arrangement with a joint Harbour Master (James Radcliffe) although it is understood this arrangement is currently under review. The very close working relationship between the two Harbour Masters is welcomed by the DP and it is recommended that whatever the outcome of the review all three harbours continue to share common procedures and systems so that staff can assist at any of the three locations and provide back-up / cover as required with minimum re-familiarisation necessary.

2.13 ACCIDENT REPORTING AND INVESTIGATION

A new incident reporting and investigation system and procedure has been introduced since the time of audit in 2019 and is easily accessible to the public from the Weymouth Harbour website. It is recommended that this be extended to the other two harbours in due course, after a review of the effectiveness of the system in Weymouth.

3 OVERALL

Following the PMSC Audits conducted in October 2019, it was concluded that all three Dorset Council Harbours were compliant with the requirements of the Port Marine Safety Code. Nevertheless, in accordance with the principles of a Code that is designed to ensure ongoing improvement, a number of recommendations were made for all three harbours, many of which have been addressed.

In particular, the recommendation for improved incident recording and investigation has been comprehensively closed out for Weymouth.

Addressing many of the more minor recommendations has undoubtedly had to be delayed due to the pressures of responding to the Covid pandemic, and it continues to be recommended that an ongoing marine safety plan be developed on behalf of, and approved by, the Harbours Committee (as required by the PMSC).

Despite best efforts using remote conferencing, it has not been possible for the DP to fully review the effectiveness of procedures in daily operations, and the 2021 site visits will focus on this aspect of compliance. However, reviews of reports, data and conversations with the Harbour Masters has not given any new cause for concern, and it remains the opinion of the DP that Dorset Harbours remain compliant with the requirements of the PMSC.

It is recommended that the Duty Holder should send a signed statement to the MCA confirming Dorset Council's PMSC compliance before the 31 March 2021 deadline and noting that compliance is being supported by ongoing audit and improvements.

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22 February 2021

Reference – Weymouth Harbour 19/02/2021

To Whom it may concern,

Following a Health and Safety Audit of Weymouth Harbour I would like to highlight the following issues and good practice. The official audit report is available on request via the Harbour Master and Service Manager.

Areas of concern

1. **Public access** – This will always be an issue, especially during the summer months. A full and proper risk assessment has been carried out and must be reviewed regularly identifying areas that may have been overlooked.
2. **Shed usage** – With there being a big move in infrastructure, the hanger/shed that is currently being used as an interim is a little untidy. This is expected due to the nature of finding space for everything until it can be stored correctly. This is being looked at and will be rectified.

Areas of good Practice

1. **Harbour Masters office** – on a whole, the general health and safety compliance is good. It is a clean and well looked after environment.
2. **Risk Assessment** - There is a very comprehensive risk assessment folder and risk assessments are held electronically, employees have access to this and are requested to sign to say they have read and understood them.
3. **General works** – The Harbour Master is very good at managing health and safety for both employees and members of the public. All work activities are covered by a full and proper risk assessment.
4. **Public information** – The safety signs located in and around the harbour are more than adequate. These are informative and clear.
5. **Conscientious employees** – Weymouth Harbour have a great team that seem to work well together and are lucky enough to have a team member that is willing to take a lead on health and safety matters that otherwise would take the harbour master away from his other duties.

There is a real feeling of a proactive approach towards health and safety, this is very nice to see. I will be working with the Harbour Master and his

employees to ensure good practice is carried out in all areas of the harbour going forward.

Stuart Derbyshire
Senior Health and Safety Consultant
Dorset Council
County Hall
Dorchester
DT1 1XJ



22 February 2021

Reference – Bridport Harbour 22/02/2021

To Whom it may concern,

Following a Health and Safety Audit of Bridport Harbour, I would like to highlight the following issues and good practice. The official audit report is available on request via the Harbour Master and Service Manager. As this Harbour is run by the same team as Lyme Regis, most of the admin issues are the same.

Areas of concern

1. **Manual Handling activities** – Due to the nature of the job, the Harbour staff are expected to carry out an amount of manual handling that needs to be risk assessed accordingly.
2. **Public access** – This will always be an issue, especially during the summer months. A full and proper risk assessment has been carried out and must be reviewed regularly identifying areas that may have been overlooked.
3. **Shed** – During a visit back in November, the shed area was a main concern. Works have been booked inline with the original audit booking. Unfortunately, this audit had to be brought forward in line with the Harbour Committee meeting. This has left some similar issues around the storage and usage of this shed area. Changes have been made regarding COSHH and workspace. The rest of the main works will not be carried out until March.
4. **Risk Assessment** – All activities must have a full and proper risk assessment.
5. **General Harbour issues** – As with every Harbour, there are issues regarding public usage and work areas. Segregation is a very difficult thing to have in place due to the inquisitive nature of visitors. There are also the “normal” Harbour issues regarding trips and falls. A history of falls happening in or around the waters edge is being documented to highlight areas of real concern, this is very minimal. Supervision of children by guardians is still the key to reducing/preventing falls.

Areas of good Practice

1. **Harbour Masters office** – on a whole, the general health and safety compliance is good. It is a clean and well looked after environment.

2. **Risk Assessment** - There is a very comprehensive risk assessment folder and risk assessments are held electronically, employees have access to this and are requested to sign to say they have read and understood them. This is part of the full induction carried out by all employees.
3. **General works** – The Harbour Master is very good at managing health and safety for both employees and members of the public. The majority of work activities are covered by a full and proper risk assessment.
4. **Public information** – The safety signs located in and around the Harbour are more than adequate for the main areas of concern. These are informative and clear.
5. **Conscientious employees** – Bridport Harbour have a great team be it small that seem to work well together and are willing to take health and safety matters seriously. The main concern from a health and safety point is the amount of work needed as both Bridport and Lyme Regis have the similar issues, has identified that one of the reasons may be being understaffed to enable the Harbour to operate to its full capacity and as safely as it can.

There is a real feeling of a proactive approach towards health and safety, this is very nice to see. I will be working with the Harbour Master and his employees to ensure good practice is carried out in all areas of the Harbour going forward.

Stuart Derbyshire
Senior Health and Safety Consultant
Dorset Council
County Hall
Dorchester
DT1 1XJ



22 February 2021

Reference – Lyme Regis Harbour 17/02/2021

To Whom it may concern,

Following a Health and Safety Audit of Lyme Regis Harbour, I would like to highlight the following issues and good practice. The official audit report is available on request via the Harbour Master and Service Manager.

Areas of concern

1. **Manual Handling activities** – Due to the nature of the job, the Harbour staff are expected to carry out a large amount of manual handling that needs to be risk assessed accordingly.
2. **Telehandler activities and LOLER** – There are a number of activities that require the telehandler (fork lift), this must be managed adequately and properly supervised, ensuring that all activities are carried out in a safe and professional way reducing the risk of harm to employees, members of the public and equipment damage. LOLER checks are being carried out as they should but there is still access and use of unserviceable equipment.
3. **General housekeeping and storage** – Overall, the main areas of the Harbour and work areas are of a good standard, however, the shed and surrounding areas are in need of a good clear out.
4. **Fire Safety** – Within the shed there are no visible fire exit signs which could lead to confusion in the event of a fire. With this being a higher risk area, this should be prioritised to rectify, also one of the exits was blocked with stores. A full and sufficient Fire Risk Assessment needs to be carried out to ensure compliance with the regulatory reform fire safety order 2005.
Portable Appliance Testing (PAT) needs to be carried out across the whole Harbour.
5. **Boat Lift Equipment** – The boat lifting trailer equipment is left out with the elements with load strops attached. These must be removed and stored correctly to prevent premature life and damage rendering them useless and unserviceable and reducing/preventing the risk of failure.
6. **Public access to the Cobb** – During the visit there was a private car driving aimlessly down the Cobb access away from the row of private buildings. These were people not associated with those buildings or the

Harbour in any way as they stopped and asked us where to go. This will be a very difficult situation to rectify however, there must be a form of instruction informing the public that vehicular access is not allowed except for access/work.

Areas of good Practice

1. **Harbour Masters office** – on a whole, the general health and safety compliance is good. It is a clean and well looked after environment.
2. **Risk Assessment** - There is a very comprehensive risk assessment folder held electronically, employees have access to this and are requested to sign to say they have read and understood them.
3. **General works** – Due to the busy nature of the works needed to keep the Harbours user friendly, the employees of Lyme Regis are doing an outstanding job. There is however an element of unrealistic time pressures that can increase the risk of incident by rushing to completion. Such activities need to be addressed ensuring that safety is a priority. There are large amounts of work needed and only a few members of staff to complete them.
4. **Public information** – The safety signs located in and around the Harbour are more than adequate. These are informative and clear.

There is a real feeling of a proactive approach towards health and safety, I will be working with the Harbour Master and his employees to ensure good practice is carried out in all areas of the harbour.

Stuart Derbyshire
Senior Health and Safety Consultant
Dorset Council
County Hall
Dorchester
DT1 1XJ

Weymouth Harbour Report

Harbours Committee
17 March 2021



Jamie Joyce,
Weymouth Harbour Master

Harbour Staff

- Harbour Master – Jamie Joyce
- Finance and Admin Manager – Claire Connolly
- Moorings Officers – Rebecca Mustoe, Sarah Johnston
- Promotions Officer – Karen Hood
- Admin and Finance Officer – Corrina

- Berthing Officers: Simon Powell, Jan Ridd, Stuart Johnson and Karen Womack
- Facilities Attendant / Bridge Assistant – Jackie Blackwell
- Port Facilities Security Officer – Garry Smart
- Port Operatives – Peter Drage, Rob Long

Weymouth Harbour Statistics as of 31 January 2021

Current situation

	2017	2018	2019	2020 To Date
Number of Marina berths let (out of 413)	299	263	254	248
Number of Commercial berths let (out of 106)	89	86	83	87
Number of Visiting Boats Nights	4,942	4,646	5,126	1707
Number of bridge lifts	1,155	1,226	1,105	920
Number of vessels transiting bridge	6,259	6,801	6,026	6,138
Number commercial visiting fishing vessels	317	309	209	269
Slipway income (£)	5,451	6,357	6,168	15,973
PWC income (£)	1,946	3,340	3,454	6,966
Number of acts of Pilotage	14	2	8	0

- The current COVID restrictions have prohibited recreational visiting vessels which has led to a decrease in the overall number of visiting boat nights.
- The January COVID restrictions have also reduced the number of bridge lifts and usage of the slipway owing to government restrictions in travel.
- All staff members have overcome long term sickness and are back to full operational duties, which has reduced the requirement for seasonal staff coverage.

Port Marine Safety Code:

Safe and efficient port marine operations:

- An automated Incident Management System has been launched on the Weymouth Harbour Website. The system allows for twenty-four-hour reporting of incidents and defects, directly to the berthing team and simultaneously recording the report in an incident management database.

- An online contractor management section has also been added to the Weymouth Harbour Website allowing contractors to apply for permits to work. These include hot works, working at height and diving operations.
- Following dialogue with the Health and Safety Executive, regarding Custom House Quay, an agreed scope of works has been established which includes clearly marking the commercial activity areas and additional supporting educational signage.
- On the 22nd January the Harbour Office received a relay call via VHF radio concerning a vessel that had lost power in the vicinity of the Stone Pier and although the anchor had been deployed, the vessel was drifting towards the Stone Pier. The Harbour Patrol vessel located the sailing vessel approximately 2m off the Stone Pier and immediately rendered assistance by rafting alongside and then towing the vessel to a safe berth.

Formal review of Risk register

Following a formal review of the risk assessment register, the conflict of various water users within Weymouth Bay, particularly the Bowleaze cove area, was considered a high risk.

Consultation between the harbour and various stakeholders including the Personal Watercraft Partnership, RNLI and Royal society for the prevention of accidents was conducted. The objective of this consultation was to provide opportunities for Weymouth Bay users to enjoy themselves without risking the safety and enjoyment of others.

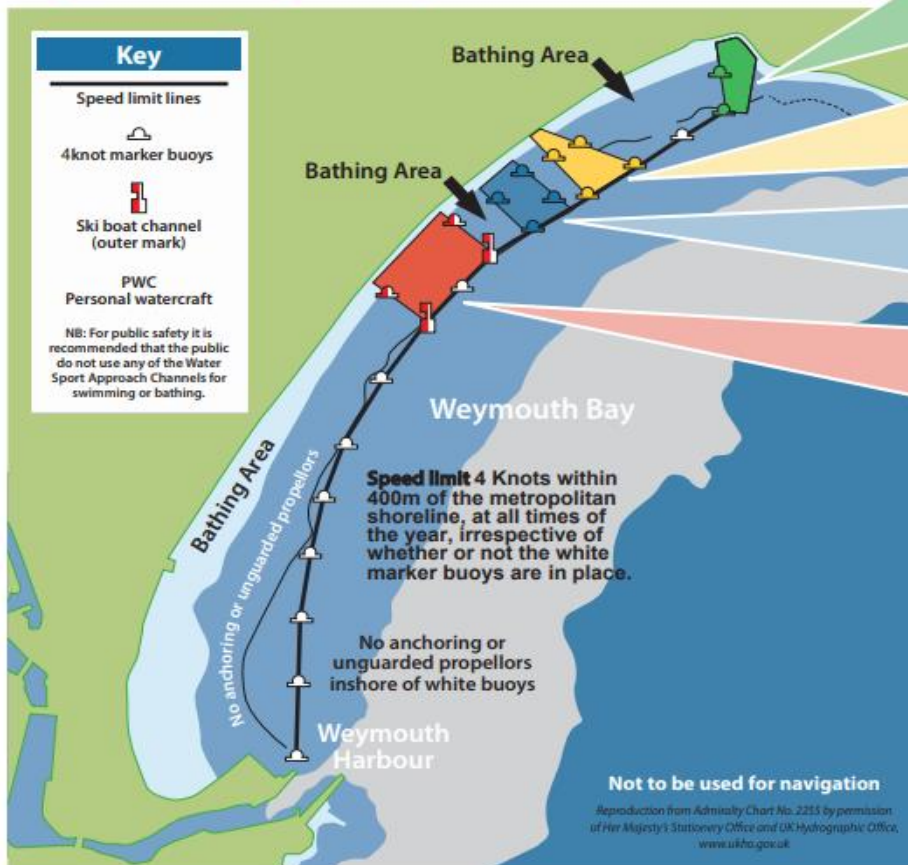
To reduce this risk to as low as reasonably practicable the Bowleaze cove area will be re-classified as a non-motorised vessel zone, so that activities such as paddle boarding, kayaking and surfing can take place without the risk posed of motorised vessels operating in the area.

The speed limit will also be reduced to 4 knots within 400m of the metropolitan shoreline, at all times of the year, irrespective of whether the white buoys are in place. It is important within this area to keep a good lookout for other vessels, hazards and particularly swimmers who may be hidden from view by waves and swell.

All Personal Watercraft launching will take place at Weymouth Inner Harbour. Current signage will be replaced by nationally recognised Personal Watercraft endorsed signs to advise of PWC regulations.

Mock-up of Non-Motorised vessel area:

Weymouth Bay Watersports Zones



Non Motorised Vessel Area
This area is designated for the use of non motorised vessels. No other vessels should enter this area at any time.

Sailboard or Kitesurf Approach
This channel is for sailboard only. No other vessels should enter this lane at any time.

Anchoing Zone
This zone is dedicated for anchoring vessels. When proceeding to this zone, please keep to the 4 knot limit.

Ski Boat Approach
This channel is only for vessels to gain access to the beach to pick up water skiers. Please keep to the 4 knot limit. Water skiing activities should be kept seaward side of the white 4 knot buoys.

- Weymouth Bay Safety Instructions**
- All power driven vessels with unguarded propellers should keep to seaward of the white buoys across Weymouth Bay except in the above zones.
 - Do not enter and/or attempt to anchor in the bathing areas shown on the map. Propellers and anchors could seriously injure bathers, therefore, common sense and good seamanship dictate that navigation and mooring in bathing areas should always be avoided.
 - The water-skiing channel, marked by red and white buoys, is only suitable for water-ski craft to gain access to the beach. Once passengers and water skiers have been collected from the beach all water ski activities should take place seaward of the white buoys.
 - Harbour byelaws require water ski boats to have at least two people in the boat whilst engaged in skiing, thus allowing one person to act as lookout astern.
 - Launching of personal watercraft in Weymouth Harbour Statutory Area is restricted to Weymouth Harbour slipway. Launching of personal watercraft elsewhere is prohibited.

Open Port Duty:

As a consequence of the Government lockdown commencing in January for Coronavirus, the following changes to operations have been applicable in Weymouth Harbour in line with government guidance:

- No visitor requests accepted during this period.
- Commercial vessels may continue to operate subject to the criteria for essential work.

Conservancy:

- Plough dredging was undertaken by Jenkins Marine to rectify the concrete spillage from wall D on the 24th of February. This was a successful operation.
- Trinity House representative conducted an inspection of the aids to navigation on the 2nd February and reported that all the lit aids were in working order.

Environmental Duty:

- Oil Spill response equipment was audited in January 2021 and re-deployed to ensure an even coverage throughout the harbour.
- Annual return to MCA regarding Oil Spill exercise completion for 2020. All exercises conducted in accordance with MCA requirements with following trained operatives:
 - 1 x 4P trained member - MCA-4-on-scene-commander

2. 10 x 2P trained members – MCA 2 – First responder.

- Waste Management Plan has been expanded through consultation with Odyssey recycling who are working with the harbour to provide a collection service for old nets and hard plastic from March 8th.

Security:

- Harbour Watch – we have confirmed that Mary Harris from the Consultative group has agreed to Chair and set up the Weymouth Harbour Watch Community Group with support from Dorset Marine Police and the Weymouth Harbour team (Karen, Nick and Sarah). The first meeting was held on the 12th of February to discuss, set up and get the group running. We will then be looking to promote the group and gain support from all the users of the Harbour.

Weather:

- Weymouth harbour has fared well throughout this reporting period, with the exception of the steps from the Stone Pier to the beach, which were dislodged during Easterly winds in mid-February. The steps have been recovered and sustained minor damage. The steps will be repaired and reinstated on the Stone Pier.

Harbour Works

Peninsula Development

The Weymouth Quay Regeneration Project covers the quayside from No.1 Berth to the Ferry Steps. The project is supported by £3.8M from the Coastal Communities Fund.

Demolition work has commenced on building B (Former departures Lounge), Building C (Arrivals Hall).

Harbour staff have been relocated to building D (Providore Store) for the duration of the demolition and construction project and will continue to service commercial activities from this location.

The Quay Regeneration is currently undergoing a value engineering analysis by the contractor.

Harbour Walls - Wall D (Ferry Steps)

See Engineering Report.

Commercial road – Lighting and power supply - EMFF Grant

A grant was applied for and approved by the European Maritime and Fisheries fund, to improve the safety for commercial operators berthed at Commercial road by ensuring that both lighting and electrical supplies are readily available to the berth holders.

Work is scheduled to commence on this project on the 8th March 2021 and installation is expected to be complete within two weeks. The utility company will then be required to connect the system to the network and who will advise on a completion date for this work.

I acknowledge the hard work of the Harbour Team and the collaboration with Martin Sutcliffe from the Dorset Aquaculture and Fisheries development team to ensure this project was accomplished.

Cove Commercial Pontoons – Lighting and power supply

A purchase order has been raised for supply and installation of two electric and light bollards with 4 x outlets to service the 4 commercial berths located in this area. Work is expected to take two days and commence at the end of March.

RNLI Weymouth Inshore Lifeboat – update

Boathouse was completed and handed back to us on 14th Dec. The alterations undertaken:

- 1 metre extension to the length of the building
- New slipway roller door which is full width
- New launching trolley which is 200mm wider to allow for new ILB (Atlantic 85)

Weymouth Sailing Club – update

Weymouth Sailing Club self-funded Proposal to improve the use of the water in front of the Sailing Club due to the current piles reaching the end of their working life (25 years).

The Environment agency have agreed the project and issued a permit. There is a restriction that piling work is not to commence before the 19th April to allow for sea trout smolt to migrate.

Application to the MMO is now out for consultation. The MMO required notices in the Dorset Echo and online which detailed the project. This period closes on the 22nd March.

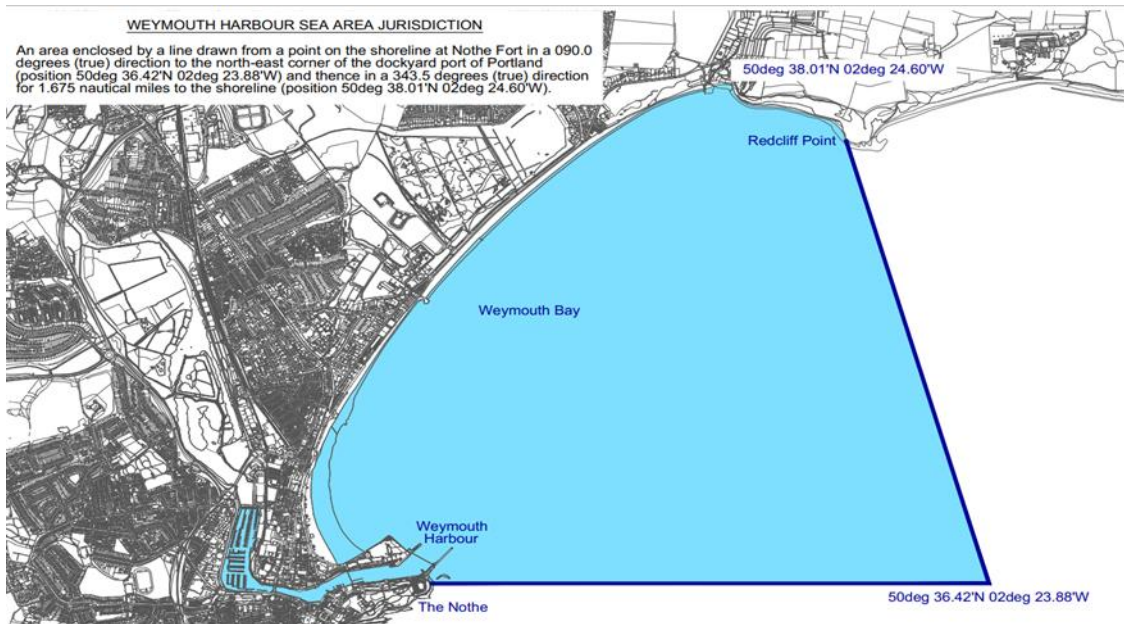
The contractor, Walcon, will be intending to commence work on the 19th April subject to the receipt of the approval of the MMO and should take approximately two weeks to complete.

The project to replace this infrastructure will be kept within the original footprint of the current location, which would ensure access for the rowing ferry. These works would represent significant enhancement and improvement to the safe access of this facility.

Harbour Revision Order

Authority was given by the Statutory Harbour Authority (Full Council) on 22nd February 2018 to prepare and submit a Harbour Revision Order to the MMO in order to modernise and consolidate the current dated legislation relating to the Harbour operations.

The HRO came into force on 17th February 2021 (although there remains a six-week challenge period). Work will commence on defining the Directions.



Asset Management update

Asset management programme has been reviewed and for new financial year will be configured in the following format to provide a more comprehensive and up to date view of asset replacement and maintenance. It will also become an effective decision-making tool comparing budgets, requirements and staff time for each project.

PROJECT GROUP A – Normal harbour operations.

- Port Marine Safety Code – e.g. Navigational aids.
- Harbour buildings – e.g. North Quay works.
- Other buildings – e.g. Toilet improvements.
- Harbour boats – e.g. Melway.
- Harbour infrastructure – e.g. Pontoons etc.

PROJECT GROUP B

- Customer care 1 – improved service to customers.
- Customer care 2 – increased net income/profit, maintain current service and income.

Assets can be categorised as an A or a B or both. This will help when it comes to prioritising the works.

PROCUREMENT

Internal resources – staff input High, Medium, Low (to reflect the time spent on projects).

- High (100 hours plus).
- Medium (20 – 100 hours).
- Low (less than 20 hours).
- External resource needed **plus** staff input (for required procurement) High, Medium, Low.

FUNDING

- Harbour revenue budget.
- Harbour reserve budget.
- External / grant aid.

WHEN

- Review our timelines.
- Pay for those that we can afford in year and then spread the cost of the large projects plus use reserves.

Following the establishment of the Harbour Strategic Plan, the Asset Management Plan will be further reviewed to ensure it meets the objectives of the strategy.

I acknowledge the hard work of both Claire Connolly and Nick Thornley in progressing the asset management review.

Maritime and Local Events

- Most events were cancelled due to COVID restrictions and national lockdown.
- On the 25th January Sky television filmed an episode of 'A league of their own', featuring celebrities taking part in a fishing challenge in Weymouth bay. Good collaboration between harbour staff, local charter operators and film company to achieve local operators facilitating and supporting the filming.

Future:

- A provisional booking has been made by the sailing cruise vessel Golden Horizon in June, to tender approximately 200 passengers into Weymouth Harbour. This will be subject to Covid regulations of the time.

Bridport (West Bay) & Lyme Regis Harbours Report

Harbours Committee
17th March 2021



James Radcliffe

Bridport (West Bay) Harbour Master

Lyme Regis Harbour Master

Bridport Harbour Statistics as of 31 January 2021

- The season ticket, day launches and visiting boat numbers haven't increased since the last

	2017	2018	2019	2020 To Date
Season Tickets	98	118	108	74
Single Launches	513	415	454	504
Visiting Boats Nights	136	138	183	67
Boat Lifts (New 2018)		62 £8,804	76 £9,463	39 £6264.92
Quay Side Parking	£3,690	£4,566	£6,015,42	£5,617.521
Shop (New 2018)		£7,917	£21,042.01	£15,606.81
Diving Air Fills	£19,455	£18,352	£15,522.68	£12,981.26
Boat Repairs (New 2018)		£411	12,517.06	£6,292.08
Waiting List – Private/Leisure Commercial	36	40	14	31 6
Private Moorings	141	141	139	139
Commercial Moorings	22	22	25	25

report and this is normal for the time of year.

- The shop and boat repairs service are lower than this time last year and is down to the Covid situation. The shop remained closed during the lockdowns and the intake of repairs has been low with no one going to sea. Although customer inquiries have started to increase over recent weeks.
- Commercial usage has continued although with recent weather divers haven't managed to get to sea. We took this as an opportunity to send some of the kit used for servicing.
- Private and commercial moorings remain near capacity although around 20 private moorings were relinquished this year on renewals these have been reallocated with people from the waiting list.

Lyme Regis Harbour Statistics as of 31 January 2021

	2017	2018	2019	2020 To Date
Season Tickets	51	63	39	54
Single Launches	165	180	217	213
Visiting Boats Nights	210	340	223	185

Boat Lifts	68	75	76 £11,248	58 £7196.16
Quay Side Parking		£250	£4,066	£4828.33
Waiting List – Private/Leisure Commercial	28	20	28	32 11
Private Moorings	206	208	177	182
Commercial Moorings	36	36	37	34

- The season ticket, day launches and visiting boat numbers haven't increased since the last report and this is normal for the time of year.
- The boat lifter remains well used although the end of year use is predicted to be down because not all mooring holders' boats went in this year.
- Private moorings increased slightly compared to last year, but spaces remain vacant. More advertising is planned to promote the harbour.
- Everyone on the waiting list for a private mooring is currently being offered to.
- Commercial moorings remain at capacity.

Harbour Staff

Bridport

- Harbour Master – James Radcliffe
- Assistant HM – Ben Harvey
- Harbour Engineer – Ben Renshaw
- Seasonal Assistants - John Hilton
- Harbour Admin – Becky McGowan

Lyme Regis

- Harbour Master – James Radcliffe
- Assistant HM – Mike Higgs
- Seasonal Assistants - Rich Quint,
- Harbour Admin – Becky McGowan

Current situation

Staff worked across both harbours through the winter completing task such as pontoon maintenance and mooring checks.

Harbour Works

Lyme Regis

Accidents and Incidents / PMSC Issues

- There have been no incidents or PMSC issues to report

Maritime and Local Events

- There have been no events since last reporting, bookings continue to come in for this year with the hope they will run.

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Harbours Committee 17th March 2021 FCERM Engineering Update

For Review and Consultation

Portfolio Holder: Cllr R Bryan, Highways, Travel and Environment

Local Councillor(s): Cllr Mark Roberts

Executive Director: J Sellgren, Executive Director of Place

Report Author: Matthew Penny
Title: Engineering Projects Manager
Tel: 01305 252290
Email: matthew.penny@dorsetcouncil.gov.uk

Report Status: Public

Recommendation: n/a

Reason for Recommendation: n/a

1. Executive Summary

The purpose of the report is to provide a Flood and Coastal Erosion Risk Management (FCERM) engineering update, for all three Dorset Council Harbours, to Harbours Committee.

2. Financial Implications

There are no financial implications arising from this report. All works described are within allotted budgets.

3. Well-being and Health Implications

Repair and renewal of harbour infrastructure aids commercial and recreational activity that is both marine and land-based.

4. Climate implications

The regular maintenance and repair to engineering assets is beneficial to their remaining life expectancy and therefore has a lower impact upon the climate than replacement schemes.

Where future replacement schemes are required, the climate impact will be described in more detail within the cabinet paper for the respective scheme.

5. Other Implications

The regular maintenance and repair to engineering assets is beneficial to their remaining life expectancy and therefore is a sustainable approach to the management of engineering assets.

Where future replacement schemes are required, the impact upon sustainability will be described in more detail within the committee paper for the respective scheme.

6. Risk Assessment

Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk: Low

Residual Risk: Low

7. Equalities Impact Assessment

An EQiA is completed for all relevant engineering work that may impact upon people including for work described below. Therefore an EQiA was not completed for this committee paper. This approach was agreed with a council equalities officer.

8. FCERM Engineering Update

8.1 Lyme Regis Harbour:

Dredging:

Completed following delayed start due to Covid-19.

Inspections:

Completed for 2020. No significant concerns identified.

Repairs:

We are continuing to monitor the structure and anticipate that a few patch repairs to surfaces at the Cobb will be required.

Lyme Regis Environmental Improvement Scheme Phase 5 (The Cobb):
 The project team have completed a review of the design elements of the scheme and these now need to be discussed with elected portfolios holders and senior council staff as minor changes are to be proposed. We then intend to discuss those plans with the wider community, including key stakeholders.

We are now aiming to have the flood defence grant-in-aid business case ready to submit by July 2021, which is a delay primarily due to resource of both internal and external staff, and current COVID related issues. We are not concerned that this delay will affect the intended construction start date

Key Milestones:

Task	Programme
Outline Business Case production	Now – July 2021
Stakeholder engagement	April 2021 – end of works
Permits and Licences determination period	Spring - Winter 2021
Proposed Construction start	Autumn 2022

8.2 West Bay Harbour:

Dredging:
 Completed following delayed start due to Covid-19.

Inspections:
 Completed for 2020. No significant concerns identified.

Repairs:
 Specialist contractors, PCRM, commenced the investigation and assessment of the eastern basin walls/walkways in January 2021. We hope to have a report of their findings by March/April.

8.3 Weymouth Harbour:

Inspections:
 Inspection of harbour undertaken in Dec 2020, use of photographic drone used along inaccessible walls.

Capital Remedial works (see location plan in appendices):

Weymouth Harbour & Esplanade FCRM Scheme Phase 1:
 This is a proposed multi-million pound scheme that intends to replace and repair the harbour walls up until 2040 and improve the flood defence standard of protection to reduce the impact of climate change. The scheme also covers the Weymouth Town Beach frontage.

The proposed scheme is detailed in the Weymouth Harbour & Esplanade FCRM Strategy document that was agreed to by cabinet in November 2020:

<https://www.dorsetcouncil.gov.uk/emergencies-severe-weather/flooding/pdfs/weymouth-fcrm-strategy-dc-report-v4.0-final-compressed.pdf>

The Council FCERM engineering team have engaged support from specialist contractors and the project team are currently developing the strategic outline case for the scheme with the intent to submit for approval to Council Cabinet later this year. The business case will also require the approval of the Environment Agency and we are working closely with them to deliver this.

Key Milestones:

Task	Programme
Strategic Outline Business Case production	Now - May 2021
Council Cabinet Submission	May 2021
Stakeholder engagement	March 2021 - end of works
Permits and Licences determination period	Spring 2023 - Spring 2024
Outline Business Case production	Autumn 2021 - Summer 2023
Design period	Summer 2023 - Spring 2024
Proposed Construction start	Autumn/Winter 2024

Harbour Wall D Strengthening works (East End of Custom House Quay):

Minor defects are planned to be rectified, these are not impacting the structure use, operations or quality. Covid-19 has delayed rectifying these defects. Ferry step lighting is outstanding and we are discussing with our contractor a suitable design.

Harbour Wall C (Slipway Nothe Parade):

Site Investigations commenced last week and concluded with sound data being collected. This included trail pits on the road at Nothe Parade. Partial closure of Nothe Parade to vehicles east of Nelson's Wharf was required. Further investigations are due early March to assess the steel sheet piles and any voids behind. These investigations will be carried out by boat.

Key Milestones:

Task	Programme
Site Investigation works	February – March 2021
Design Period	March – May 2021
Stakeholder Engagement	October 2020 – end of works
Permits and Licences determination period	May – July 2021
Construction Works Start	October 2021

Harbour Walls E&9 Repair Works (Peninsula):
 Site Investigations have now concluded and the design is currently being finalised by our designer. The wall repairs are part of the Weymouth Quay Regeneration Scheme.

Key Milestones:

Task	Programme
Site Investigation works	November – January 2021
Stakeholder Engagement	November 2020 – end of works
Design Period	January - February 2021
Permits and Licences determination period	December 2020 - April 2021
Construction Works Start	April – November 2021

Harbour Walls F&G monitoring (Peninsula):
 Data collected so far has been analysed by JBA Consulting and they have concluded that there has been no significant movement since the start of the monitoring in August 2019. Monitoring is ongoing.

8.4 Portland Harbour:

Portland Harbour North West Shoreline:
 A funding bid to Wessex Regional Flood & Coastal Committee was recently approved for £170,000 in order to fund an extensive 5-year monitoring study for the coastal slope of Portland Harbour North West Shoreline (frontage to Wyke Regis area). The study has been developed in conjunction with the Environment Agency and engagement with the Jurassic Coast Trust. Key stakeholder engagement forms part of the study. The study intends to provide evidence for any potential future intervention that may (or may not) be required.

9. Appendices

FCERM Weymouth Harbour Walls Remediation Project Wall Location Plan App 1

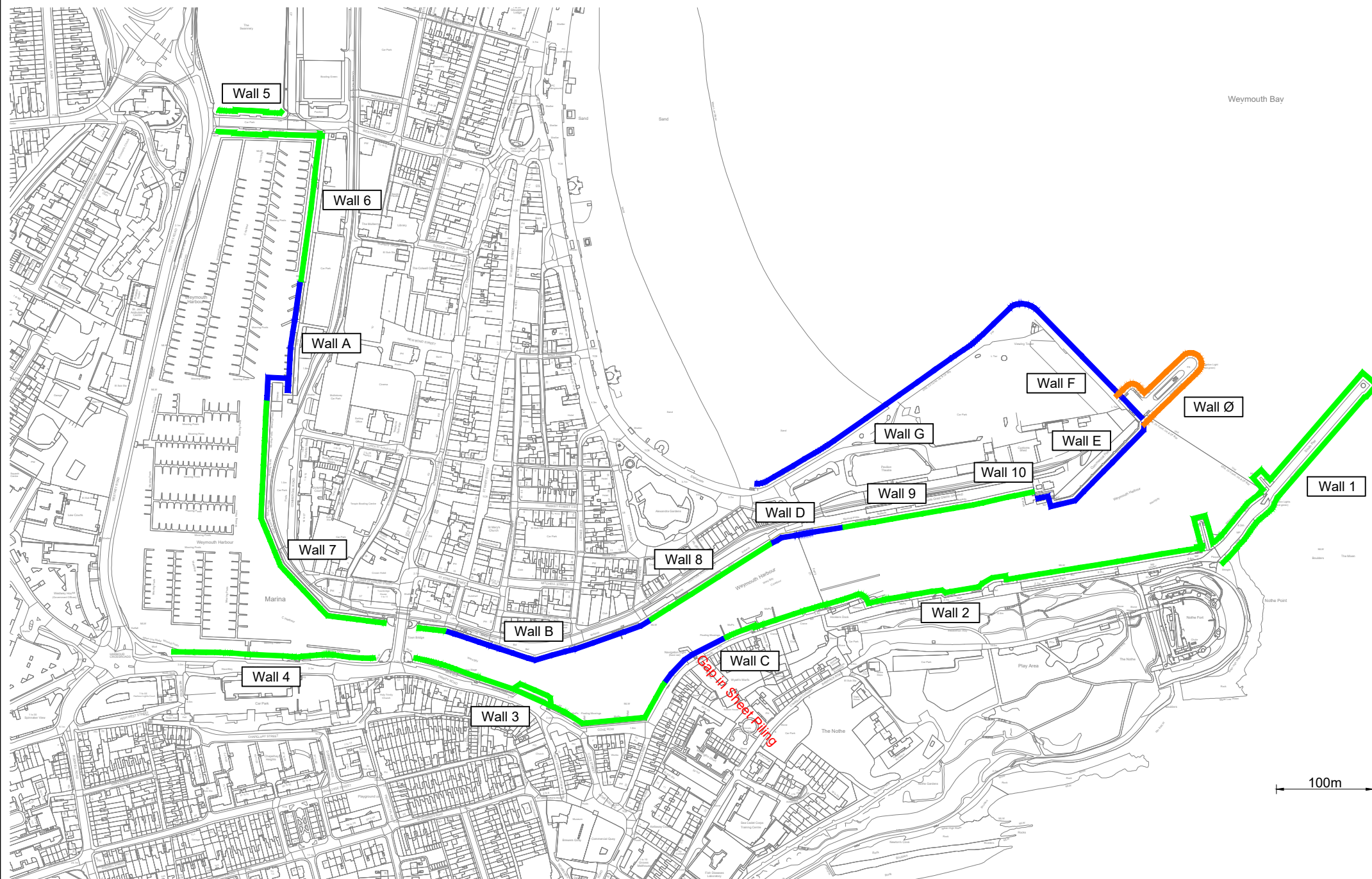
10. Background Papers

None

Footnote:

Issues relating to financial, legal, environmental, economic and equalities implications have been considered and any information relevant to the decision is included within the report.

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Date	Issue / Purpose	Approved

Notes

Key to existing walls

- Reinforced concrete / masonry (1-10)
- Sheet pile (A-G)
- Concrete pile/beam (Ø)

Revision	Amendments / Revisions	Checked	Date

Assets & Property



South Walks House,
South Walks Road,
DORCHESTER,
Dorset.
DT1 1UZ
Tel: 01305 251010

Weymouth
Weymouth Harbour Walls
Remediation Project
Wall Location Plan

Drawn by : DW / PJS	Checked by : MP	Approved by : MP
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Date : 22/06/20	Scale : 1 : 5000 (A3)
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Drawing File Reference : Wall Locations 220620.dwg

Drawing Number :	Rev. :
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**Harbours Committee Forward Plan – March 2021
For the period March 2021 – December 2021
(Publication date – 17 March 2021)**

Explanatory Note:

This Forward Plan contains future items to be considered by the Harbours Committee and Dorset Council. It is published 21 days before the next meeting of the Committee. The plan includes items for the meeting. There are standing items for each meeting which are shown in the table below followed by decision for specific meetings.

Harbour Committee Members

Cllr Mark Roberts Chair
Cllr Rob Hughes Vice-Chair
Cllr David Gray
Cllr Louie O’Leary
Cllr Sarah Williams
Cllr Mary Penfold
Jim Clarke
Lee Hardy
Steve Pitman
William Ellwood

Agenda

STANDING ITEMS

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Background documents	Member / Officer Contact
<p>Harbour Masters' Update/PMSC Issues Separate reports to consider the ongoing activity of the Harbour Offices and any Port Marine Safety Code issues.</p> <p>Key decision – No Public Access - Open</p>	Harbours Committee	N/A	Designated Person and harbour users	None	<p>Portfolio Holder - Cabinet Member for Highways, Travel and Environment</p> <p><i>Lead Officers – Jamie Joyce, Weymouth Harbour Master</i> Jamie.Joyce@dorsetcouncil.gov.uk</p> <p><i>James Radcliffe, Bridport and Interim Lyme Regis Harbour Master</i> james.radcliffe@dorsetcouncil.gov.uk</p>
<p>Harbours Consultative Groups To receive key points from recent Harbour Consultative Group meetings (Weymouth quarterly, Bridport & Lyme bi-annually in Oct and Mar).</p> <p>Key decision – No Public Access - Open</p>	Harbours Committee	N/A	Weymouth, Bridport and Lyme Regis Harbour Consultative Groups	None	<p>Portfolio Holder - Cabinet Member for Highways, Travel and Environment</p> <p><i>Lead Officers – Jamie Joyce, Weymouth Harbour Master</i> Jamie.Joyce@dorsetcouncil.gov.uk</p> <p><i>James Radcliffe, Bridport and Interim Lyme Regis Harbour Master</i> james.radcliffe@dorsetcouncil.gov.uk</p>
<p>Budget Monitoring To provide an update on revenue and capital spend.</p> <p>Key decision – No Public Access - Open</p>	Harbours Committee	N/A	Service Accountants	None	<p>Portfolio Holder - Cabinet Member for Highways, Travel and Environment</p> <p><i>Lead Officer – Ken Buchan, Head of Environment and Well-Being,</i> ken.buchan@dorsetcouncil.gov.uk</p>
<p>Harbours Assets and Infrastructure Update To provide an update of the engineering projects progress and issues.</p> <p>Key decision – No Public Access - Open</p>	Harbours Committee	N/A	Dorset Council Engineering Team	None	<p>Portfolio Holder - Cabinet Member for Highways, Travel and Environment</p> <p><i>Lead Officer – Ken Buchan, Head of Environment and Well-Being,</i> ken.buchan@dorsetcouncil.gov.uk</p>

<p>Points/questions from Committee Members To discuss any concerns or issues raised by Committee Members.</p> <p>Key decision – No Public Access - Open</p>	<p>Harbours Committee</p>	<p>N/A</p>	<p>N/A</p>	<p>None</p>	<p>Portfolio Holder - Cabinet Member for Highways, Travel and Environment</p> <p><i>Lead Officers – Jamie Joyce, Weymouth Harbour Master</i> Jamie.Joyce@dorsetcouncil.gov.uk</p> <p><i>James Radcliffe, Bridport and Interim Lyme Regis Harbour Master</i> james.radcliffe@dorsetcouncil.gov.uk</p>
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Subject / Decision	Decision Maker	Decision Due Date	Consultation	Background documents	Member / Officer Contact
<p>Draft Harbours Strategy To submit a draft harbour strategy for agreement prior to public consultation</p> <p>Key Decision - No Public Access - Open</p>	Harbours Committee	16 June 2021	<p><u>Consultees:</u></p> <p>Harbours Committee and Committee working group Harbour Consultative Groups Key stakeholders</p> <p><u>Means of Consultation:</u></p> <p>Direct communications with regulators and key stakeholders</p> <p>Wide harbour user consultation through members of the Harbours Consultative Groups.</p>	None	<p>Portfolio Holder - Cabinet Member for Highways, Travel and Environment</p> <p><i>Lead officer – Ken Buchan, Head of Environment and Well-Being,</i> ken.buchan@dorsetcouncil.gov.uk</p>
<p>Review of the Weymouth Asset Management Plan and impact on future finances To submit an update report on progress with work on the Asset plan</p> <p>Key Decision – No Public Access - Open</p>	Harbours Committee	16 June 2021	<p><u>Consultees</u></p> <p>Members of the Harbours Committee, Senior Officers, Portfolio Holder</p> <p><u>Means of Consultation</u></p> <p>Direct communications through meetings</p>	None	<p>Portfolio Holder - Cabinet Member for Highways, Travel and Environment</p> <p><i>Lead Officers – Jamie Joyce, Weymouth Harbour Master</i> Jamie.Joyce@dorsetcouncil.gov.uk</p>
<p>Harbours Financial Out-turn 2020/21 To provide details of the final out-turn position of Weymouth, Bridport and Lyme Harbours</p>	Harbours Committee	16 June 2021	<p><u>Consultees:</u></p> <p><u>Means of Consultation:</u></p>	None	<p>Portfolio Holder - Cabinet Member for Highways, Travel and Environment</p> <p><i>Lead Officers – Jamie Joyce, Weymouth Harbour</i></p>

<p>Key Decision - No Public Access - Open</p>					<p><i>Master</i> Jamie.Joyce@dorsetcouncil.gov.uk</p> <p><i>James Radcliffe, Bridport and Interim Lyme Regis Harbour Master</i> james.radcliffe@dorsetcouncil.gov.uk</p>
<p>Final Draft Harbours Strategy To submit a draft Harbours Strategy following public consultation for final approval</p> <p>Key Decision - Yes Public Access - Yes</p>	<p>Harbours Committee Dorset Council</p>	<p>22 September 2021</p>	<p><u>Consultees:</u></p> <p>Harbours Committee and Committee working group Harbour Consultative Groups Key stakeholders General public</p> <p><u>Means of Consultation:</u></p> <p>Direct communications with regulators and key stakeholders</p> <p>Wide harbour user consultation through members of the Harbours Consultative Groups.</p> <p>Widely publicised public consultation</p>	<p>Consultation report</p>	<p>Portfolio Holder - Cabinet Member for Highways, Travel and Environment</p> <p><i>Lead officer – Ken Buchan, Head of Environment and Well-Being,</i> ken.buchan@dorsetcouncil.gov.uk</p>
<p>Setting of Harbours Scale of Charges for 2022/23 To approve proposed changes to the Harbours' Scale of Charges</p> <p>Key Decision - Yes Public Access - Open</p>	<p>Harbours Committee</p>	<p>8 December 2021</p>	<p><u>Consultees:</u> Lead officers Harbours Committee</p> <p><u>Means of Consultation:</u> Discussion Workshop</p>	<p>None</p>	<p>Portfolio Holder - Cabinet Member for Highways, Travel and Environment</p> <p><i>Lead officer – Ken Buchan, Head of Environment and Well-Being,</i> ken.buchan@dorsetcouncil.gov.uk</p>

<p>Harbours Budget Request 2022/23 To consider the Harbours Budget Requirements for 2021/22</p> <p>Key Decision – Yes Public Access - Open</p>	<p>Harbours Committee Dorset Council</p>	<p>8 December 2021</p>	<p><u>Consultees:</u> Lead Officers Portfolio Holder Harbours Committee</p> <p><u>Means of Consultation:</u></p>	<p>None</p>	<p>Portfolio Holder - Cabinet Member for Highways, Travel and Environment</p> <p><i>Lead officer – Ken Buchan, Head of Environment and Well-Being,</i> ken.buchan@dorsetcouncil.gov.uk</p>
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Private/Exempt Items for Decision

Each item in the plan above marked as 'private' will refer to one of the following paragraphs.

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the shadow council proposes:-
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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