



# Harbours Advisory Committee

**Date:** Thursday, 8 December 2022  
**Time:** 10.00 am  
**Venue:** Council Chamber, County Hall, Dorchester, DT1 1XJ

**Members (Quorum )**

Mark Roberts (Chairman), Rob Hughes (Vice-Chairman), Dave Bolwell, Louie O'Leary, Mary Penfold and Sarah Williams

**Independent Members:** Lee Hardy, Richard Tinsley and Philip Thickness.

**Chief Executive:** Matt Prosser, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic Services Meeting Contact [joshua.kennedy@dorsetcouncil.gov.uk](mailto:joshua.kennedy@dorsetcouncil.gov.uk)

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda.

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## Agenda

Item		Pages
1.	<b>APOLOGIES</b>	
	To receive any apologies for absence.	
2.	<b>MINUTES</b>	
	To note the minutes of the meeting of Harbours Committee meeting held on 28 <sup>th</sup> September 2022. <b>Please note that the link below is included for information only and not for the purpose of confirming as a record.</b>	
	<a href="#">Harbours Committee Minutes - 28 September 2022</a>	
3.	<b>DECLARATIONS OF INTEREST</b>	

To disclose any pecuniary, other registerable or non-registerable interest as set out in the adopted Code of Conduct. In making their disclosure councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration.

If required, further advice should be sought from the Monitoring Officer in advance of the meeting.

#### **4. PUBLIC PARTICIPATION**

Representatives of town or parish councils and members of the public who live, work or represent an organisation within the Dorset Council area are welcome to submit up to two questions or two statements for each meeting. Alternatively, you could submit one question and one statement for each meeting.

All submissions must be e-mailed in full to [joshua.kennedy@dorsetcouncil.gov.uk](mailto:joshua.kennedy@dorsetcouncil.gov.uk) by 8.30am on Monday 5<sup>th</sup> December.

When submitting your question(s) and/or statement(s) please note that:

- no more than three minutes will be allowed for any one question or statement to be asked/read
- a question may include a short pre-amble to set the context and this will be included within the three minute period
- please note that sub divided questions count towards your total of two · when submitting a question please indicate who the question is for (e.g. the name of the committee or Portfolio Holder)
- include your name, address and contact details. Only your name will be published but we may need your other details to contact you about your question or statement in advance of the meeting.
- questions and statements received in line with the council's rules for public participation will be published as a supplement to the agenda
- all questions, statements and responses will be published in full within the minutes of the meeting.

[Dorset Council Constitution](#) Procedure Rule 9

#### **5. CHAIRMAN'S REPORT**

To consider a verbal report by the Chairman.

#### **6. HARBOUR CONSULTATIVE GROUP MINUTES**

5 - 24

To note the minutes of the Weymouth, Bridport and Lyme Regis Harbour Consultative Groups.

- 7. HARBOUR MASTER UPDATES** 25 - 38
- To receive updates from the Weymouth and Bridport & Lyme Regis Harbour Masters.
- 8. FLOOD & COASTAL EROSION RISK MANAGEMENT (FCERM) ENGINEERING UPDATE** 39 - 46
- To provide an engineering update for Weymouth, Bridport and Lyme Regis harbours.
- 9. HARBOURS BUDGET MONITORING REPORT 2022-23** 47 - 58
- To consider a report by the Weymouth and Bridport & Lyme Regis Harbour Masters.
- 10. HARBOURS BUDGET AND SETTING OF FEES AND CHARGES 2023/2024** 59 - 80
- To consider a report on the proposed fees and charges for 2023/24.
- 11. APPROVAL OF THE HARBOURS MARINE SAFETY PLAN AND UPDATE ON PORT MARINE SAFETY CODE AUDIT ACTIONS** 81 - 90
- To consider a report of the Head of Environment & Wellbeing for the approval of the Harbours marine safety plan and an update on the Port Marine Safety Code audit actions.
- 12. FORWARD PLAN** 91 - 96
- To consider the Harbours Committee Workplan.
- 13. URGENT ITEMS**
- 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.
- 14. EXEMPT BUSINESS**
- 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 x of schedule 12 A to the Local Government Act 1972 (as amended).
- The public and the press will be asked to leave the meeting whilst the item of business is considered.
- There is no scheduled exempt business for this meeting.**



# Agenda Item 6

Bridport (West Bay) Harbour Consultative Group (BHCG) Meeting 10 October 2022 The Salt House 18:30	
Present	
Aubery Banfield (AB)	Commercial Fisherman Rep
Sarah Bennett (SB)	Harbour Traders Rep
Emma Bourne' (EB)	Non-Boating Water Activities (Position to be confirmed)
Gavin Brooking (GB)	Non-Commercial Moorings Rep
Ken Buchan (KB)	Head of Environment & Wellbeing
Benjamin Harvey (BH)	Assistant Harbour Master
David Lohfink (DL)	Gig Club rep
Becky McGowan (BM)	Harbour Admin Officer, Note Taker
Simon Miles (SM)	Commercial Passenger Carrying Vessels Rep & (Group Chair)
James Radcliffe (JR)	Harbour Master
Cllr Mark Roberts (MR)	Dorset Council Harbours Committee Chair

1. Welcome & introductions	Action
SM – Welcomed everyone to the meeting, individual introductions were given.	
2. Apologies	
Mark Cornwell – Commercial Fisherman Rep Daryl Chambers – Town Council Rep	
3. Minutes of the previous meeting	
<p>Actions –</p> <p>It is hoped to gain more feedback from the Town Council within these meetings, JR to speak with Daryl Chambers to encourage a Councillor to attend. . JR will chase Sarah Williams.</p> <p>SB - Is working with BM to draw up a contact list of the Harbour Traders. . Clarity around retailers to contact given, these include cafes, pubs, shops in the Harbour area. . It was proved difficult to gain contact information from Dorset Council departments due to GDPR. . SB visited some retailers; it was suggested more door to door canvassing would be useful. . SM suggested a contact of an individual who runs a beach café, some interest had been shown for Harbour Traders substitute. Will provide contact details to SB . Harbour staff wrote and hand delivered letters to retailers containing SB contact details.</p> <p>Are the plastic orange and white bollards/barriers going to be replaced by something more attractive? . The scheme is being looked at and is hoped to be complete before the new season. The orange and white barriers will be replaced with bollards.</p> <p>Is it possible to have Beach huts along west beach promenade? . No further progress yet, a business plan will need to be developed and approved. . SM asked if this is a realistic idea to continue with? . JR responded, yes there are benefits to be investigated.</p> <p>It was asked if the lifeguards produce reports of incidents. . JR responded, once a report has been produced it will be circulated.</p> <p>. JR continues to investigate a suitable barrier system.</p> <p>. There is no progress on the CCTV update yet.</p>	<p>JR</p> <p>SB – BM</p> <p>SM</p> <p>JR</p>
4. Harbours Committee Chairs Update	
Weymouth Harbour Master left post on the 12 August 2022, He laid great foundations for Weymouth to continue improvements. We are now recruiting for this position.	

<p>The recruited Assistant Harbour Masters a working well.</p> <p>Gary Smart retired from Dorset Council at the end of September 2022, Gary was a long-standing member that worked with us for over 50 years starting work with Wey port in March 1990.</p> <p>Weymouth town bridge in need of repairs, some crucial welding works is currently underway. Bridge lifts will continue to operate however need to be booked before 4pm the day prior.</p> <p>Cllr MR – Attended the BBA launch recently and the Southampton boat show and expressed his thoughts on how great they were. He will also attend the next BBA launch on the 14<sup>th</sup> October.</p> <p>A benchmark Port Marine Safety Code (PMSC) audit was undertaken by the Designated Person (DP), William Heaps of Marico Marine on the Marine Safety Management System. It was the opinion of the DP that Bridport Harbour was not complaint with the requirements of the PMSC at that time. A schedule of action was presented at the Harbours committee on 28<sup>th</sup> September 2022 with a timetable to bring the Harbour back into compliance.</p> <p>The grant for Phase 5 engineering works on the Cobb Lyme Regis has been approved, unfortunately with some delays due to surveying. Works are scheduled to start during the summer 2024 on the seaside wall. During the winter works begin on the inner wall.</p> <p>MR – Commented, the Bridport news reported incorrect figures for Harbours highlighting a decrease in activity. These figures were produced up to July, August figures were missed which does prove otherwise that the Harbours were well used this year and at full capacity in some areas.</p> <p>JR – Explained figures were provided late due to waiting for reconciliation issues to be resolved.</p> <p>MR – Attempted to contact editors but wasn't successful.</p> <p>DL – Suggested reporting the previous years figures along with current for comparison if this were to happen again.</p> <p>There is work underway to complete an asset management plan by the end of March.</p>	
5. Harbour Master update	
<p>JR – Gave an overview of the Harbour Masters report.</p> <p>Added, Lyme Regis have been working on a Water Safety information QR code that links to the Harbour Website. This is now up and running and stickers have been produced and placed on life rinks around the Harbour. The safety guide is designed to provide water safety information, and all can access it. The idea came from issues arising at the Harbour entrance. The Water Safety QR link will be developed across Bridport also.</p> <p>Engineer works, . A future project is being looked at for the area where the rocks are, to the left of the Harbour Masters office. We are investigating two options, an extension for a parking area or an area for more pontoon.</p> <p>MR – Asked if the wooden framework currently there will be removed? JR – Yes AB – Mentioned the tide effect and swells around this area and to bare this in mind when looking into options. AB – Suggested a 3-board landing be built above it? JR – Noted suggestion and advised an engineer report will be taken before progressing. We also be looking at more timber piling on east side.</p>	
6. User representative reports	

<p>Group reports received and to be circulated with notes,</p> <ul style="list-style-type: none"> <li>- Harbour Masters report</li> <li>- Gig Club report</li> <li>- Non-Commercial Mooring Holders</li> <li>- Commercial Passenger Carrying Vessels</li> </ul> <p><b>Gig Club</b> – Gave an overview of report received. To be circulated with notes.</p> <p><b>Commercial Passenger Carrying vessels.</b> – Gave an overview of the report. To be circulated with notes.</p> <p>. Signage at the top of the steps is under review.</p> <p>. Hard pontoon at bottom of steps – BH explained the commercial section was removed due to lack of tripping boats, it will be extended if it has more usage. Overnighters can use the plastic pontoon sections.</p> <p>. More cleats were requested to assist better boat parking, it is felt they aren't in the correct place and ropes wear quickly. BH will replace non-working ones this year and investigate costs of adding more.</p> <p>JR – Some pontoon sections will need replacing soon, adding cleats to these could be wasting money.</p> <p>General cleats on land are distanced at every 5m.</p> <p>. The slipway pontoon was extended by 10m by an additional 5m and use of spares. The pontoon can't be extended further due to tides.</p> <p>MR – Suggested using the West side of the wall?</p> <p>JR – This area was used previously but there is too much movement along the wall to safely manoeuvre vessels.</p> <p>JR – Pontoons are expensive and would need funding to purchase. Will look at these options once we understand the income from the HRO.</p> <p>. Dredging. The licence will be out to consultation this week for 28 days. It will go to tender at the end of October for pricing next year, March - April.</p> <p>Licences are now every 5 years; dredging can be booked without needing to apply for licencing.</p> <p>A discussion was held around bins and recycling. It is felt more bins are needed and made available for different materials, recycling, bait bins and general waste. Although some are available, they aren't used correctly.</p> <p>Q - Is there is a recycle point? A - there is only 1.</p> <p>MR – will raise this issue with Waste Services within Dorset Council and query how much of the black bag collections are sorted.</p> <p>BH – There is a current rat issue around the Harbour, reported cause from the bins. This has been reported to waste partnerships.</p> <p><b>Non-commercial Moorings</b> – Gave an overview of the report, to be circulated with notes.</p> <p>No feedback from holders, JR suggested adding an opt out question on mooring renewals. opt out if you do not wish your contact details to be passed onto your representative.</p> <p>Q - Where is pontoon overnight stays income report? It was asked if this could be added into the HM report. JR – Will look at providing this information in future reports.</p> <p>Q – Feedback for visiting boats? A – The Harbours receive thank you letters or cards from visitors. It was suggested a feedback page be set up on the Harbour website. BM to action.</p> <p>The slipway is inspected regularly and cleaned. The only issue is the tide getting lower after cleaning, it shows more algae and looks as if cleaning hasn't been done.</p>	<p>MR</p> <p>BM</p> <p>JR</p> <p>BM</p>
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<p>The use of previous anti foul can't be used now, and products used currently aren't strong enough, other products we would like to try aren't certified so can't be used either. A ribbed surface was used previously but caused issues further issues.</p> <p>Direct Debit standing order for fees.  JR – This is done for commercial user only. To allow this for private users would create more work to set up and monitor with only one admin staff member.  We are looking into the use of a new database where customers can have access to their own Harbour accounts. Here they will be able to check their finances and have direct contact.</p> <p>Q - Dinghy parking, some individuals are not using proper rope, who is responsible?  A - The owner is responsible. We will monitor and advise anyone not using suitable ropes.</p> <p>It is felt the mechanic work is reluctantly being taken on.  BH -Parts are on back order.</p> <p>MR – There has been two thefts off boats in the Harbour, has any more been reported?  JR – CCTV to be checked.  AB – Confirmed two tenders had been stolen from one member over the summer, it was advised all tenders be locked in the racks.</p> <p><b>Commercial Fisherman</b> – JR is aware of the only issue raised to do with the crane.  . It was requested parking and boat storage be kept at a safe distance from where the fisherman work.  . JR will pick up the issue regarding gear storage and investigate options.  A clear guide of what the racks can be used for and what space can be used will be provided.  Q - Is there any scope to put a rack up for rent?  JR – This is an option, will investigate.</p> <p><b>Traders</b> – Emphasised issue with bins, there is regular collection but not enough.</p> <p>Q - Parking permit holders, how can we identify them?  A – Permits are to be collected from the Harbour office. Stickers are available.</p> <p>Q – How do we police the parking area with those taking advantage?  A – The harbour is looking into parking orders given HRO. Anyone parking without a permit could be fined.</p> <p>It is felt the seagull signs are in the wrong place, can they be moved closer to the sheds?  JR – We can investigate this.  Seagull guano is an issue, suggestions were made to help control this baring in mind they are a protected species. Examples, birth control, inflatable scarecrows.  MR - Will find out who the best person is to talk to.  The Hawk was used for 3 years previously without much effect.</p> <p>East beach, an object thought to be boat ruins has been spotted. During low tide it lays roughly 3m below. It is a health and safety concern.  It has been reported to Dorset Council engineering team and a buoy has been placed to mark the area.  JR – Will speak with Wessex Waters during their works, to see if they can investigate it.  SM – Offered the use of his equipment to investigate and identify the object.  Cllr R – Suggested offering the opportunity to a Portland diving instructor, to use as an exercise for a class.  EB – Suggested a procedure needs to be drawn up for future events like this as there is no clear direction of how to or who deals with it.</p>	<p>JR</p> <p>MR</p> <p>JR</p>
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<p>JR – To investigate.</p> <p><b>Non-Boating Water Activities</b> – EB would like to offer her time and represent non-boating water activities in the consultative group. There is no representative currently.</p> <p>. There are around 100 people joined to a Facebook group. 209 people on a WhatsApp group, mainly local and waters users who would like representation.</p> <p>JR – To put in a recommendation to the Harbours Committee, next meeting in December.</p> <p>KB – Gave a brief overview of the terms of reference to be sent to EB.</p> <p>EB – To discuss safety equipment around the Harbour with JR.</p> <p>SB – Asked if a bike rack could be along the east pier? JR – To investigate.</p> <p>Dogs on the beach, signage seems confusing. MR – To speak with the dog warden within Dorset council.</p> <p>Concerns were raised regarding fishing off piers, lines and hooks found by swimmers. Updated signage is in place. KB – Asked if there are any bylaw for angling? JR – Is unsure, this could develop general directions.</p>	<p>JR</p> <p>JR</p> <p>MR</p> <p>JR</p>
7. Q&A's	
8. Any other business	
Meeting concluded 20:29	

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Lyme Regis Harbour Consultative Group (LRHCG)  
Meeting 06 October 2022 Lyme Regis Sailing Club 18:00

**Present**

David Brown (DBW)	Weymouth Assistant Harbour Master
David Brown (DB)	Non-Commercial Mooring Rep
Ken Buchan (KB)	Head of Environment & Wellbeing
Karen Durham Diggins (KDD)	Non-Boating Water Activities
Max Gollop (MG)	Harbour Traders Rep
Sally Holman (SH)	Sailing Club Rep
Chris Joiner (CJ)	Sea School Rep
John King (JK)	Boatman/Charters Sub
Jo Law (JL)	Seas School Chair
Nick Marks (NM)	RNLI Rep & (Consultative Group Chair)
Becky McGowan (BM)	Admin Officer, Note Taker
Steve Postles (SP)	Commercial Fishermen Rep
James Radcliffe (JR)	Harbour Master
Cllr Mark Roberts (MR)	Dorset Council Harbours Committee Chair
Lee Roper (LR)	Power Boat Club Rep
Chris Waller (CW)	Gig Club Sub
Nick Williams (NW)	Boatman/Charters Rep

1. Welcome & introductions	Action
NM – Welcomed everyone to the meeting, round the room individual introductions were given.	
2. Apologies	
Chris Turner – Sailing Club Sub Will Reed – Harbour Traders Sub Brian Larcombe – Town Council Rep Cllr J Broom – Town Council Sub Mark Green – Town Council Sub Peter Fosh’ – Non-Commercial Moorings Sub	
3. Minutes of the previous meeting	
CT – Queried the chain length provided by the Harbour to the customer from the main chain, is it 2m or 3m? JR – Confirmed chain length replacement will be no longer than 3m.	
4. Election of the new Vice Chair	
One single application for Vice Chair had been received from SP SP was elected.  SP – Encouraged group members to discuss any issue with him they feel necessary.	
5. Harbours Committee Chair Updates	
Weymouth Harbour Master left post on the 12 August 2022, He laid great foundations for Weymouth to continue improvements. We are now recruiting for this position.  Gary Smart retired from Dorset Council at the end of September 2022, Gary was a long-standing member that worked with us for over 50 years.  Weymouth town bridge in need of repairs, some crucial welding works is currently underway. Bridge lifts will continue to operate however need to be booked before 4pm the day prior.  Cllr MR – Attended the BBA launch recently and the Southampton boat show and expressed his thoughts on how great they were.  The grant for Phase 5 engineering works on the Cobb has been approved, unfortunately with some delays due to surveying. Works are scheduled to start	

<p>during the summer 2024 on the seaside wall. During the winter works begin on the inner wall. Some further discussions are to be held with natural England for approval.</p> <p>SP – Asked if there are options to add new project works alongside current project works, for example adding dry docks? Funding could be sourced from fisherman’s funding or the MMO. JR – Responded that this could be investigated, further discussions to be held.</p> <p>Q - It was asked where dry docks could go? A - Dry docks could be placed by where boats do their works currently or the slipway.</p> <p>SH – Commented, consultations are online but would like on site consultations also. JR – Responded, there are more consultations to come and will ensure they are spread wider to encourage more feedback.</p> <p>A benchmark Port Marine Safety Code (PMSC) audit was undertaken by the Designated Person (DP), William Heaps of Marico Marine on the Marine Safety Management System. It was the opinion of the DP that Lyme Regis Harbour was not compliant with the requirements of the PMSC at that time. A schedule of action was presented at the Harbour committee on 28<sup>th</sup> September 2022 with a timetable to bring the Harbour back into compliance.</p>	
6. Harbour Masters Update	
<p>JR – Presented the HM report.</p> <p>Q - It was asked why the substation is being moved? A – To upsize. Sitting next to the current building and leaving the grounds from the existing substation for future use if necessary.</p> <p>The works will cause some disruption to roads and some closures may be put in place as cables will run underground. The works will be advertised, and notice given in good time.</p> <p>MR – Commented, the Bridport news reported incorrect figures for Harbours highlighting a decrease in activity. These figures were produced up to July, August figures were missed which does prove otherwise that the Harbours were well used this year and at full capacity in some areas.</p> <p>NW – Highlighted continued issues/concerns on cobb around cleanliness. SH – Supported these concerns and mentioned the Cobb is messy, dirty, and smelly with items left lying around. JR – Advised Harbour staff do monitor the area and clean. Messages have been sent out to fisherman to clear their own gear and to keep these areas tidy. JK – Advised raising a discussion within the Fisherman Association meeting to encourage everyone to help keep the area tidy.</p> <p>JR – Will speak with Resort Cleaning within Dorset Council waste services to find out what areas they are responsible for and to negotiate assistance.</p> <p>NW – Raised concerns over the staff shortage, it is felt staff are not seen enough around areas of concern.</p> <p>LR – Asked if it was usual practice for life rings to be checked by Harbour staff. JR – Responded, yes, it is Harbour procedure to undertake health and safety checks daily, weekly, and monthly.</p>	JR
7. User representative reports	
<p>Reports Received and Circulated with Notes.</p>	

<ul style="list-style-type: none"> <li>- Harbour Masters report</li> <li>- Lyme Regis Sea School report</li> <li>- Non-Commercial Mooring report</li> <li>- Non-Powered Water Use report</li> <li>- PWC's LRSC Proposal</li> <li>- RNLI report</li> </ul> <p><b>Non-Commercial Moorings</b> – Questions were raised regarding space between tender racks and moorings, could they be stretched out slightly? JR – We will look at spacing however we need to consider loss of mooring spaces.</p> <p>Dredging timings were criticised for the delay this year and is hoped to be corrected for 2023. NW – Queried the impact on Cuttlefish-Ing if dredging works were completed earlier. JR – A licence is out for consultation currently for dredging, who consult all bodies.</p> <p>Q - How many vacancies are there for moorings? A - Around 13 spaces, offers were made to everyone on the waiting list.</p> <p><b>Sailing club</b> – There were few incidents this season, the only issue raised which has improved is access being blocked on the slipway. Fishing boats have rafted up and blocked the Harbour entrance on occasion but also has improved.</p> <p>Thanks were passed onto harbour staff for their help during the Phantoms Nationals. LR – Added the Phantom Nationals worked well and was greatly organised.</p> <p>It is hoped we hold the OK world championships next year, 22 - 30 June 2023 with sailors coming from Australia, New Zealand, and Canada. Information will be provided in due course, and cooperation will be needed during this time.</p> <p>SP – Queried times of entering harbour, when large numbers of sailors are leaving/entering the harbour during events such as the recent Phantom National. NM - Agreed that a mechanism would be found to warn other harbour users of the likely times of leaving/entering harbour during large sailing events.</p> <p>It was mentioned, launch trollies are left at bottom of slipway at times and become submerged. SH – This is trying to be avoided but space is sometimes an issue.</p> <p><b>Lyme Regis Sea School</b> – Jo Law has taken over as chair from Chris Joiner.</p> <p><b>Non-Boating Water Activities</b> – KDD gave an overview of report received. Added, Bluetits are encouraging water safety for swimmers, including the use of brightly coloured hats and the use of tow floats.</p> <p>Swim line in the winter has been requested.</p> <p>A few complaints have been received regarding foils swerving in and around the swim buoys. JR – Advised contacting the group through WhatsApp again to remind them of the boundaries. KDD - Will speak to Murray Saunders (her HCG sub and a keen foiler) to get the message out.</p> <p>.</p> <p>DB – In support of the sewage issue, a club member has had an eye injury due to faecal matter in the sea. It was mentioned that dogs defecating along the beach is also an issue.</p>	KDD
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<p>A short discussion was held around the water companies use of Bio beads which are used to filter toxins from the water however they are escaping from sewage works and found in huge numbers on Charmouth and other nearby beaches.</p> <p>It was encouraged that individuals, associations and councils contact Defra, Environmental agency and push our MP regarding this matter.</p> <p><a href="#">Lyme Regis residents urged to stay out of 'toxic' River Lim as beach considered for 'downgrading' - LymeOnline (lyme-online.co.uk)</a></p> <p><a href="#">Water companies face new penalties up to £250million - GOV.UK (www.gov.uk)</a></p> <p><b>RNLI</b> – NM gave an overview of the report received.</p> <p><b>Gig Club</b> – It has been a good year's recovery. Thanks were passed to Harbour staff for their support during the regatta. SP – Asked for support towards the girl's team from Woodroffe school as they begin their rowing.</p> <p><b>Power Boat Club</b> – There has been no racing for 2 years. One issue arose due to young people being used to banksman the tractor; a new risk assessment has been written.</p> <p><b>Harbour Traders</b> – Lyme Regis trade has been steady this year, and half terms being busier than expected.</p> <p>It was confirmed that Rob Perry, Lyme Bay Boats, and Mobile Marine will be represented under Harbour Traders.</p> <p><b>Commercial Fisherman</b> – Fisherman are aware of issues raised around items left on the Cobb and confirmed messages had been received from JR. It was mentioned that a specific area could be useful to store and prepare nets for short periods of time especially during different weather conditions and tide times. NW – Emphasised SP's view.</p> <p>Q - Disabled parking for individuals loading and unloading wheelchairs, can a space be designated on the slipway? A – The slipway can always be used for this purpose. NW – Emphasised the idea of projects being added alongside others and asked if this could be looked at also. JR – Yes, vehicle access along with the use of pallets for fisherman and charges can be investigated. Will discuss with Town Council as necessary.</p> <p>Q – Why are so many fishing vessels coming in? A – Visitors can't be stopped.</p> <p><b>Boatmen/Charters</b> – No concerns raised.</p> <p><b>Town Council</b> –. No concerns raised.</p>	JR
8. Water safety Update - Subgroup	
<p>NM – Gave an overview of the progress made with the subgroup.</p> <p>Five meetings had been held in total. QR code is up and running, it is linked to the Harbour website, water safety page. Text can be edited accordingly. It is the beginning, and this can enhance further. The idea is replicable for other areas to use. Information is on social media platforms e.g., Facebook. KB – Suggested communication with the Comms team within Dorset Council to gain more reach through social media and Dorset Council websites. Stickers have been placed on the lifebelt ring canisters. Signage around the Harbour are under review. Funding has been applied for.</p>	

<p>NW – Asked if these include dangers of swimming around certain areas?  JR – Yes  SH – emphasised the concern over jumpers in the Harbour mouth and swimmers.</p> <p>NM - Would like to do a press release to raise awareness of the Water Safety QR codes. As it is now late in the season, it is probably best to wait until the spring half term.</p> <p>Q - Can we see how many people use this site?  A – We can ask the host for figures.</p> <p>Thanks were given to everyone involved in setting up the Water Safety.</p>	<p>BM</p>
<p>9. Storage areas including Monmouth beach</p>	
<p>TC - Approached the Harbour to explain that Natural England have concerns over the storage of power boats on the beach and are not permitting this.</p> <p>The storage areas are now under review and options are being investigated.  JR – Will support all users as much as possible.</p> <p>Meetings have been held between the Harbour Master, Sailing club, Power Boat club and the Town Council. Further discussion is to be had. There is no set date for a decision.</p> <p>CJ - Can any decision be appealed?  KB – No decision has been made yet, but unsure, will investigate it.</p> <p>SP - Monmouth beach, when does the lease end?  JR – Unsure, will investigate it.</p>	<p>KB</p> <p>JR</p>
<p>10. PWC discussion  a. Lee Roper Lyme Regis Power Boat Club  b. David Brown Weymouth Assistant Harbour Master</p>	
<p>LR – Wrote to the Council last year with regards to permitting PWC's to use the Harbour.</p> <p>DBW – Weymouth Assistant Harbour Master attended this meeting to give an overview of how Weymouth Harbour manage the use of PWC's and discussed the benefits.</p> <p>The old Bylaws in Weymouth did not include PWC's. This needed to be changed to include them to provide a power of prosecution.  Weymouth Harbour is the only area with a case law, an incident occurred where 2 PWC's crashed and couldn't be prosecuted under dangerous navigation.</p> <p>There is a supportive group, PWC Partnership who helped Poole Harbour set up their scheme. They could be useful.</p> <p>To begin with, there were a small number of people causing issues, the Harbour Master invited them into the Harbour and gave them dry docks, the owners can make use of all facilities now and upon accepting them they police the area and self-manage safety.  Any issues raised are generally by people not launching from Weymouth Harbour.</p> <p>A good strong plan needs to be established and followed as word can carry quickly and could become a problem.  Bowlaze Cove had many injuries, where launching was permitted but not managed effectively. The Harbour Master discussed these issues with the landowner and the slipway was closed. Launching is only permitted in Portland and Weymouth where it can be monitored and controlled.</p> <p>. Zones are in place for non-motorised, swimming and a section of the beach where they can come in to pick up PWC's.  . There is a 4-knot speed limit in the area reaching Bowlaze Cove.</p>	

- . Any user needs to provide evidence of liability insurance, certificate from the RYA to prove competency and have paid for a permit to launch.
- . The minimum age is 16 years.
- . Working alongside PWC association to include the update of the Harbours signage as old signage couldn't be understood.
- . We have 2 full time staff members who deal with PWC applications, bookings, and monitoring. It can be labour intensive.

Q – What were the takings in Weymouth?

A - DB gave figures from HM report.

Numbers have risen, to give an example, there are 16 parking bays that sell out quickly. On a good day Weymouth Harbour could see up to 30 crafts lunching.

A discussion was held around the use of PWC's in Lyme Regis Harbour, some concerns were raised.

. There isn't knowledge of when PWC's were originally stopped from launching at the Harbour.

. There doesn't seem to be much support for the use of PWC's from local people.

An email had been received from the Town Council who oppose the idea due to water safety as the area is already congested at times, environmental concerns, and noise pollution.

These concerns were supported by KDD and SH. SH added that the amount of resource, space, and time to manage PWC's couldn't be possible in Lyme Regis.

NW – Asked who would speak with users being a nuisance?

Harbour staff shortage is a concern currently in Lyme Regis.

LR – Added they would police themselves, everyone would have to acknowledge the rules, if broken then a ban be put into place.

DBW – Added that PWC's aren't as noisy as their new designs allow exhausts to power underwater. Information can be found online via PWC websites in support of noise pollution concerns.

. In comparison to Weymouth Harbour, Lyme Regis is very small.

. Parking is already an issue in Lyme Regis, will there be enough parking available for everyone.

JK – Suggested PWC licences are managed through the Power Boat Club.

NM – Asked who would handle complaints? Would this fall to harbour staff who seem to hold enough responsibility already?

LR – Added there has been interest and has already canvassed 4 individuals who would take up a licence through the Harbour Master or Power Boat Club. In support of managing PWC's, if this were to go ahead, licences would be withheld to anyone causing an issue.

KDD – Feels this should be explored further however has concerns over word spreading and many visitors becoming a nuisance.

It was mentioned the risk seems far greater with paddleboarders etc compared to PWC's for example individuals falling off, can't move quick enough or they are in the way.

Q – What are Dorset Council Harbours Committee ideas on the use of PWC's?

A – PWC's are not a main agenda item, we are seeking advice from Weymouth Harbour to get a better understanding of how they are run and monitored.

SH – Has read through LR proposal and feels there are too many question marks, there needs to be more detail in how they propose to manage this.

LR – Responded, that the draft is the first and has had no response from anyone. This explains why there are so many question marks withing the proposal.

NM – Advised to develop the proposal after discussions within the meeting.

MR – Encouraged all members to respond to LR with constructive feedback.

NW – Added, everyone needs to remember the Harbour has duty of care for all its users.

Q – How is Bridport Harbour dealing with these queries.



A – Bridport is in the similar position as Lyme Regis.	
<b>11. Q&amp;A's</b>	
<p>Q – Can we have a disposal scheme for out-of-date flares?  A – HM Coastguard have recently updated their instructions for the disposal of unwanted flares. This is contained in Marine Information Notice MIN 687. Within this there is a link to the BlueGreen website which includes a list of companies able to dispose of unwanted flares.</p> <p>Q – Are Dorset Council increasing mooring fees this year?  A - No fees have been proposed yet however Dorset Council still need to subsidise the Harbours. There is a committee workshop in November to discuss fees. It is said fees will be increasing.  CJ – Commented that the Dorset Echo reported a profit for the Harbours.  JR - £75000 of this figure was contributed by Dorset Council, like this year's figures.</p> <p>Q – How much is in the reserves?  A – Much of this is committed to the store building. £176.000</p> <p>Q – Can the swim lines stay in for as long as possible?  A – Yes</p> <p>Q – When will pontoons be removed?  A – After October half term.</p>	
<b>12. Any other business</b>	
<p>NW – Feels harbour rib and not used enough and perhaps a waste of money.  JR – The RHIB wasn't purchased, and it is used when necessary.</p> <p>LR – Mention the pontoons bending and causing a tight gap for vessel movements.  JR – Chains are tight in high tide and slacker in low tide, the pontoons will move with the wind directions.</p> <p>LR – Expressed his frustration with individuals that have poor boat handling. An individual rafted up and damage was left on the vessel leaving it unsustainable.  NW – The Harbour has CCTV, discuss any issues with the Harbour Mater.</p> <p>Depth gauge is missing.  JR - To replace</p> <p>NW – Queried a commercial mooring previously added, currently not in use.  JR - The mooring referred to is still in use by the mooring holder, should this no longer be needed, other mooring holders have interest to use with larger vessels and will be offered from the waiting list.</p> <p>Meeting concluded at 20:30</p> <p>Next meeting to be held at the sailing club 30 March 2023 18:00</p>	JR

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**Present**

Dave Caddy	DC	Harbour Traders Representative and Vice Chair
Cllr Rob Hughes	RH	Vice Chair of the Harbours Committee
Ken Buchan	KB	Head of Environment and Wellbeing
Dave Brown	DB	Weymouth Assistant Harbour Master
Cllr Colin Huckle	CH	Weymouth Town Council Representative
William Lawrence	WL	Training & Education Schools Representative Substitute
Tanya Budd	TB	Centre Manager of WOEC
Tim Day	TD	Clubs of Weymouth Representative
Callum Seggie	CS	Training & Education Schools Representative
Tony Hurley	TH	Weymouth Beach / Leisure Users Substitute Representative
Alan Hale	AH	Boat Owners/Non-Commercial Moorings Representative
Mary Harris	MH	Harbour Traders Representative Substitute and Weymouth Harbour Watch
Rob Gray	RG	Commercial Passenger Carrying Vessels Representative
Terry Studley	TS	Commercial Fishermen Representative - outgoing
Andy Alcock	AA	Commercial Fisherman Representative – incoming
Jamie Pullin	JP	Charter Boat Associations Representative
Dan Bell	DB	Commercial Passenger Carrying Vessels Representative Substitute
Amanda Anderson	AA	Resilient Communities Co-ordinator – Dorset Police
Sarah Johnston	SJ	Minute Taker

**1. INTRODUCTIONS, APOLOGIES AND SUBSTITUTE MEMBERS**

DC welcomed everyone and opened the meeting.

Apologies from Neil Bedwell, Will Holmes, Christopher Peck, Alison Roberts, Dawn Heath, Cllr Mark Roberts, Luke White and Andy Sargent.

Amanda Anderson - Resilient Communities Co-Ordinator from Dorset Police Presentation regarding new Harbour Watch.

- Due to launch April 2023.
- It will be messaging service to allow members of the marine community to communicate/advise others of things going on.
- It will be GDPR protected.
- Security services will be able to acquire intel from the app.
- Any crimes will need to still need to be reported to 999/101.
- The app will enable communities along the Dorset coast be able to share information.
- Roadshows will be set up to encourage uptake when launched.

**AA** – To provide more information as it becomes available to be shared with the group.

**MH** – To look at putting links to the app on the Weymouth Harbour Watch website and FB pages.

**DC** – thanked AA for the presentation.

**2. DECLARATIONS OF INTEREST**

None declared.

### 3. MINUTES AND MATTERS ARISING

**DC** confirmed no comments had been received regarding the previous minutes that were circulated.

**DC/CH** followed up regarding the flooding under the Town Bridge. **DB** confirmed that they found rope in the drain during the works and removed. Damaged drain still needs to be fixed. Report from **DH** – drainage repair dates to be confirmed.

**CH** – railings that have now appeared on the Town Bridge, not mentioned before. **WTC** contacted DC Highways. **DB** confirmed that they have been added to prep for the remainder of the bridge work. DC Highways need to issue press release to advise public.

### 4. WEYMOUTH HARBOUR UPDATE

- **Town Bridge** – Repair work has started though the decision to install railings has been made halfway through to provide a benefit for the remaining work when carrying it out. Issues relating to this will be made aware to Highways in due course. They are ready to relay the asphalt and should open ahead of schedule unless the weather turns. Once open it will return to the hours' notice for a lift and the online booking form will be active again.
- **Port Waste Management Plan** - has been renewed and will run until 2025
- **Oil Spill Response** - has been renewed with Adler & Allen, we have Gold cover and a discount on insurance for next year.
- **Staff** - We are currently interviewing for Harbour Master and Assistant Harbour Master as Matt Brown resigned.
- **Sea Hives** – The four that were installed under the Pleasure Pier, one has been moved to another area due to wear on the chains. Another is now on the seabed again due to the chains wearing faster than anticipated. Awaiting Sea Life Centre to come back to us regarding them.
- **Pleasure Pier** - The handrails are in disrepair and surveys have been carried out, there is a lot of fencing gone up, but we hope to keep it open. There is budget to repair the railings and discussions are ongoing with Dorset Council about this. It was closed off in the summer due to antisocial behaviour, safety concerns and requested by the Police.
- **Aids to Navigation** – The white flashing light on the Stone Pier has failed and a replacement is to be provided by NAVMORE by the end of the month. There is a temporary one in place at the moment but only has a range of 5 miles. A Notice to Mariners was issued and Trinity House has been updated. Due to the weather a damaged VHF aerial at the Harbour Office has affected communication to the Harbour Office. It has been repaired but if anyone has any communication issues, please let us know.
- **Harbour Works** – Surveys have been completed around the harbour and walls for the flood and coastal erosion risk management team. These should provide 3D images of the harbour when the report is received.
- **Loop/Tramway Car Park** – Rescheduled works for the trip hazard and rail filling has been completed. **JP** confirmed that the material used would not be sufficient to remain, with **AA** advising that resin should have been applied. **DB** to review and feed back to Highways.
- **Peninsula Development** – Knights Brown will be on site soon and will advise when works will begin. Infrastructure placement has been discussed with a project manager. **TS** raised concerns over the budget due to price rises and delay of works starting. **KB** confirmed that budget has been squeezed but the fundamental aspects of the project will still go ahead with items being removed, such as a new Harbour Office etc; to ensure that the Fish Land Quay and fuel bunkering still are provided. **TS** advised that any chiller equipment will need to be of good quality to ensure it does not become corroded by the salt water quickly and need replacing within 2 years. **KB** will feed this back to the project manager.

- **Commercial Berths** – Recently completed the 16 & 32 amp electrical supply to the commercial pontoons East of the Town Bridge with 75% of the funding towards the project from the fisheries and Seafood Sea scheme.
- **Visitor Pontoons** – Replacement of the pontoons should start at Christmas and be completed before the summer season starts.
- **TH** – raised the question about moving the area where the visiting fairs set up from the front car park at the Pavilion due to complaints received from the hoteliers along the roundhouse area. DB advised that discussions would take place with WTC and the fairground owners regarding the use of the Peninsula car park and charges.
- **AA** – asked if the new cameras mounted around the harbour were webcams or CCTV. DB confirmed that the 2 cameras on the Pleasure Pier are CCTV cameras and all the cameras around the harbour are now working.
- **JP** – confirmed that during the bridge works the potential damage to vessels has not happened and appreciated all the extra support in ensuring that this was minimised.

## 5. CONSULTATIVE GROUP UPDATE

- **DC on behalf of AS – RNLI.** Jon Ayling has stepped down as Substitute. Quiet at the moment, though since the last meeting the ILB has had 20 shouts saving 2 lives and the ALB 12 shouts including 2 French fishing vessels mid channel, one on fire and the other sinking. The lifeboat station is planned for refurbishment in 2023. The ALB has had a double engine replacement after losing oil pressure on a shout. And their Christmas Carol service is planned for Friday the 16th of December.
- **RG – Commercial Passenger Carrying Vessels.** Nothing to report.
- **AH – Boat Owners/Non-Commercial Moorings.** Nothing to report.
- **JP – Charter Boat Associations.** Nothing to report.
- **TD - Clubs of Weymouth.** The clubs are coming to the end of their season, the rowing club will keep going throughout the winter. The WSC have a sailing regatta on the 3<sup>rd</sup> of December with about 20 dinghies out. Season ends on Boxing Day with a sale up the Harbour and there may be some pyrotechnics let off but will inform the harbourside community when confirmation has been received.
- **CS – Training & Education Schools.** Starting to wind down for the winter looking at maintenance. Introduced Tanya Budd as the new centre manager and working closely with the other centres.
- **TS - Fishermen.** Concerned about a missing buoy from harbour entrance. One missing from the Degaussing range Notice to Mariners from Portland Port covered this. **AA** raised access to the emergency pumps now situated on the Leisure pontoons. **DB** confirmed there are emergency contact details on them, and they are for Harbour Staff to operate when assisting boat owners. If their use is required, then to call the number listed for staff to assist.
- **DC - Harbour Traders.** The cafes have shut up for winter until Christmas, but the south side of the harbour is busier at the moment.  
**AR – Dorset Marine Police.** Read by **SJ** – updates Op Seagoing / Op Seabird (Police /MMO / Sifca / Coastguard / PHC / BCP) between May – August 2022 there were 20 reports of ASB from PWC's, 5 x Slipway engagements - Poole / Xchurch / Weymouth, 5 x Water patrols (2 x FSG) – Poole / Xchurch / Weymouth covering Byelaws / Water safety / crime prevention advice. The outcomes from this were that 262 people engaged with on land, 28 engagements on the water, 19 verbal warnings, 1 warning letter, 0 section 35 dispersals, PHC - 3 x PWC & 1 x speed boat prosecution and 3 X Paddle boarders saved by FSG from the path of the condor ferry. Crime Stats since August 2022 - **Theft** 10 reported with Weymouth & Portland 0 (apart from the 2 recently reported). **Criminal damage** 6 with 2 in Weymouth - Harris fencing on the pier damaged by youths – issue with CCTV storage and Pontoon lights – No evidence. **ASB** 3 in Weymouth - Youths untying boats – name checked and dispersed,

ASB PWC – PCSO attended, no concerns re manner of driving at the time. Unable to engage due to being land based. ASB PWC – Words of advice given during Op seagoing with Wey Assistant HM. Ongoing response: Work being carried out to rejuvenate Christchurch and Poole harbour watch including working more with Weymouth. Ongoing joint water patrols with Sifca & WHM when conditions allow. Ongoing investigations into marine nominals seeking to take action against them for any offences (land or water based) / develop intel. Joint operation with FSG in the planning stages for multi-site operations throughout the winter for thefts from boats. Regular land patrols of boat yards and yacht clubs during evening shifts – application for drone work over these sites and associated berths will be submitted for consideration during winter months. Prevention engagements – seeking to educate members of public regarding security and byelaws on the water. Op seagoing continuing into 2023.

- **MH – Weymouth Harbour Watch** – Progress has slowed down, but the website and communal Facebook page is up and running. Wanted to confirm with Amanda Anderson on how to report incidents and get response that are not crimes but should be aware of prior to the Harbour Watch App coming online in April next year. **JP** raised the Ask NED online help system and **DB** confirmed that it had been removed from but would point you in right direction, continue reporting events to 101 and 999 when required. The more reports will encourage more action/patrols. **AA** advised of numerous crimes within the harbour reported over the years that had not led to any convictions. **CH** offered to raise these concerns at the next meeting held in January with various authorities.
- **RH on behalf of MR – Harbours Committee**. At the last meeting Cllr Ray Bryan who was the brief holder for harbours, was also appointed as the key person. So funding and improvements can be authorised a lot quicker. **KB** to provide more detail in the agenda item.
- **TH – Weymouth Beach / Leisure Users**. Nothing to report but confirmed that they needed to improve liaison with the stakeholders going forward.

## 6. AGENDA ITEMS FROM MEMBERS

- **DB – Application for water sports operation at Greenhill**. The proposal was passed around the group for comment. **DB** to speak to the existing operators at Bowleaze Cove.
- **DC – WOEC portacabin on Stone Pier area**. Contacted the Harbours Committee about who was responsible for the area. Claire Connolly at the Harbours Office has organised for the area to be cleared up. **TB** confirmed that the land is owned by Dorset Council and Darryl Tidd – Senior Commercial Surveyor will be looking to organise the works to block of the area behind the portacabin. A joint response will then be provided. **KB** advised that if persons camp in the area again then the DC contact regarding assistance for them is Melissa Johnson.
- **DC – Harbour Office restructure and management update**. **KB** confirmed that at last full council meeting a paper was presented around the governance of the harbour. The Harbours Committee, which is the duty holder for the harbours, deal with issues and then make recommendations to the Full Council. The Harbours Committee is made up of elected and independent members. Dorset Councils constitution states that they can only make decisions within the budget, which is set by full Council. If there was ever an emergency situation presented which required a significant amount of money to resolve it quickly, the Harbours Committee would not be in a position to approve it. Legal advice was provided that recommended that the Committee with their limited financial powers and co-opted members should not be Duty Holders. The harbours have now become an Executive function of Dorset Council which means it is the Cabinet that would then become the duty holder and by delegation the Portfolio Holder for Highways, Travel and Environment. With the new governance

structure, if the portfolio holder attends the harbours committee, decisions can be made and signed off immediately or very soon after. Or indeed, if there's a decision which requires over half a million pounds worth of investment or expenditure that can go to Cabinet. This means it will be a much quicker process.

- **AS/DC – Chair and Vice Chair terms.** **KB** acknowledged the Chair and Vice Chairs current tenure was taken on when there was a lot of change happening within the harbour and their leadership has helped steer the group to be able to raise its concerns and issues with the Harbour Team and Dorset Council directly. Since the last meeting some concerns had been raised about the Terms of Reference and their completeness. There are outstanding questions for example about the period someone can act as a substitute and whether this is the same as a full representative, or if someone who has sat on the group previously could come back to the group after a break following the maximum six-year period on the group. It was recognised that when the Terms of Reference were written for the new council in 2019 and were a combination of existing terms from the predecessor councils, and in some areas may not be fit for purpose. The Terms of Reference will need to be updated. With regard to the existing position of Chair and Vice-Chair it was suggested and agreed by the group that the current Chair and Vice Chair continue with their current tenure for the full 3-year term until February 2024 but in that time canvass for replacements. The Terms of Reference will be reviewed and updated for agreement by the Committee and Duty Holder.

#### **7. ANY OTHER BUSINESS**

- **SJ** – Report from DH items had been covered with the exception of a temporary closure of Cove Street for Carols in Hope Square, not date was given.

#### **8. DATES FOR FUTURE MEETINGS**

##### **Harbour Consultative Group**

- 8 February 2023 at Weymouth Town Council Chamber and online via Teams.

##### **Harbours Committee**

- 8 December 2022
- 15 March 2023

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# Bridport (West Bay) & Lyme Regis Harbours Report

Harbours Committee  
8<sup>th</sup> December 2022



James Radcliffe

Bridport (West Bay) and Lyme Regis Harbour Master

## Bridport Harbour Statistics as of end October 2022

	2019	2020	2021	2021	2022
				(October)	
Season Tickets	108	74	85	85	82
Single Launches	454	504	525	525	489
Visiting Boats Nights	183	67	167	167	157
Boat Lifts (New 2018)	76 £9,463	63 £7715.35	69 £9,033.62	28 £3,397.00	57 £7,438.33
Quay Side Parking	£6,015,42	£5,617.52	£9,763.75	£9,213.76	£8,469.16
Shop (New 2018)	£21,042.01	£15,943.90	£37,799.73	£24,696.00	£16,641.55
Diving Air Fills	£15,522.68	£13,006.26	£14,134.03	£11,111.69	£26,700.00
Boat Repairs	12,517.06	£6,292.08	£18,158.28	£13,001.50	£7,756.87
Waiting List – Leisure	14	31	37	35	33
Commercial		6	6	6	6
Leisure Moorings (out of 137)	139	139	124	137	134
Commercial Moorings (out of 26)	25	24	26	26	23

- Season ticket and day launches are comparable to previous years.
- Quayside parking is down from last year and options of opening this up to harbour user's and not just launch vehicles are being looked at.
- The shop and boat repairs are reduced compared to last year.
- There are many jobs for boat repairs booked in but there is a large back log waiting for parts.
- The diving compressor usage by commercial divers has increased and continued to be well used.
- Mooring occupancy is currently 97% for private and 100% for commercial.

## Lyme Regis Harbour Statistics as of end October 2022

	2019	2020	2021	2021 (October)	2022
Season Tickets	39	54	61	61	79
Single Launches	217	213	211	211	249
Visiting Boats Nights	223	185	375	375	412
Boat Lifts	76 £11,248	61 £7450.33	112 £14,722.22	68 £8,307.76	54 £6,991.01
Quay Side Parking	£4,066	£4828.33	£15,535.74	£14,073.23	£17,489.20
Shop (New July 2021)			£6,626.02	£3,455.63	£6,589.17
Waiting List – Leisure	28	24	32	32	33
Commercial		11	11	11	12
Leisure Moorings (out of 206)	177	193	195	195	188
Commercial Moorings (out of 35)	37	34	35	35	35

- Season tickets, day launches have increased compared to previous years.
- Visiting boat nights have seen a good increase and pontoons and visitor's buoys were full on many occasions.
- Quay side parking has been well used and has been seen as a good asset for the harbour user.
- The shop has had a good first part of the year and has already matched last year's income.
- Mooring occupancy is 94% for private and 100% for commercial.

### Staff, training and Competency

- Harbour Master post has now been made permanent covering both Bridport & Lyme Regis Harbours
- Assistant Harbour master and Harbour Assistant positions have now been filled at Lyme Regis and we look forward to welcoming Philip Wright and Sam Harding to the team.
- 1 x MCA 4P oil pollution course - November 22
- 4 x MCA 2P oil Pollution course – dates to be confirmed in early 2023

- 2 x First Aid January 23

### **Harbour Consultative Group**

Both groups met in October and minutes from these meetings have been reported upon by the group chairs.

### **Harbour Revision Order (HRO)**

- The HRO's have been held up on a national level by the MCA, and this has now been resolved
- They are due to go to public consultation November

## **Harbour Works**

### **Both Harbours**

- Pontoons have been removed from both harbours and planned maintenance has already commenced, weather permitting this is hoped to be completed before Christmas
- Dredging works for both harbours is being planned for March/April 23

### **Lyme Regis**

#### **Harbour and Fishermen's storage building:**

- Estate teams are working with Western Power to resolve the siting of the new substation.
- The building will be able to commence prior to the substation work.
- Asset & Property delivery manager is working on the prelims and contract ready for issue/signing.
- Western Power need to remove a pole from site, and this is currently scheduled for March 23 this unfortunately is holding up a start date as the contractor can't start until this is complete.

### **Bridport Harbour**

#### **Future Projects**

- Complete piling in East Basin
- Investigate suitability of developing area at base of original West Pier for moorings or storage/parking

## **Accidents and Incidents / PMSC Issues**

The contract with Marico Marine for the supply of Designated Person services to the harbour finished at the end of September. We now have a new three-year contract with ABPmer to provide this service. James Hannon – Associate Maritime Consultant at ABP who has extensive experience in port marine safety will be Dorset Council harbours designated person.

## Aids to Navigation

- No failures have been reported since last committee report.
- Maintenance and painting has been carried on some of the navigation poles with the at sea poles to be completed in early 2023

## Maritime and Local Events

### Bridport

- West Bay Days are planning to hold all their main events
  - Pirates Day (Platinum edition) 4<sup>th</sup> June
  - West Bay Day 7<sup>th</sup> August
  - Bonfire By the Beach 29<sup>th</sup> October (In partnership with Bridport Roundtable)
  - November 27<sup>th</sup> will see the switch on of the Christmas tree on the green
- Triathlon 19<sup>th</sup> June
- Gig Regatta 2<sup>nd</sup> July Postponed due to weather and went ahead on 16<sup>th</sup> July
- Power Boat racing 8<sup>th</sup> -11<sup>th</sup> July went ahead and was a successful weekend
- Bridport Round Table are planning their Boxing Day swim which hasn't happened since 2018

### Lyme Regis

- LRSC will host many sailing events, including Phantom Nationals on 16<sup>th</sup> – 18<sup>th</sup> September
- Lyme Regis Lifeboat week 23<sup>rd</sup> – 30<sup>th</sup> July Successful week for the RNLI
- Gig Regatta 13<sup>th</sup> August went very well for the club
- Candles On The Cobb 28<sup>th</sup> August very well attended event
- Lyme Splash 4<sup>th</sup> Sept cancelled due to Weather

A full list of events for 2023 is being compiled and we look forward to hosting these future events.

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# Weymouth Harbour Report

Harbours Committee  
8th December 2022



Dave Brown  
Assistant Harbour Master Weymouth

Claire Connolly  
Weymouth Harbour Business Manager

## Weymouth harbour statistics as of end of October 2022

	2019/20*	2020/21*	2021/22*	2022/23
Number of marina berths let (out of 402)	254	261	313	367
Number of commercial berths let (out of 109)	83	84	87	83
Income visiting leisure craft (£)	£129,483	£50,602	£136,503	£149,872
Slipway & PWC income (£)	£9,113	£22,303	£19,526	£24,527
Number of bridge lifts	1,105	835	1,176	1,102
Number of vessels transiting bridge	6,026	5,958	6,731	5,703
Number commercial visiting fishing vessels	209	225	110	41
Number of acts of Pilotage	1	0	0	0

The table

below shows the split for visiting leisure craft by their length overall

	Up to 10m	10-12m	12-15m	15-20m	+ 20m
2019/20	1007	1968	1572	465	210
2020/21	299	651	572	158	63
2021/22	878	1816	1814	572	208

\*Both years impacted by Covid restrictions.

### Current situation

**Annual leisure berths:** Occupancy of berths in the Marina peaked at 96% in July which is it has been more than 10 years since occupancy rates have been at this level with recent occupancy levels between 65-75%; budget expectation will be exceeded.

**Visiting leisure vessels:** The early part of the season started well but overall visitor numbers are lower than last year, most notably there have been less visits from motor cruisers. Income for visitors using the slipway is up compared to previous years.



## Port Marine Safety Code:

### Safe and efficient port marine operations:

The contract with Marico Marine for the supply of Designated Person services to the harbour finished at the end of September. We now have a new three-year contract with ABPmer to provide this service. James Hannon – Associate Maritime Consultant at ABP who has extensive experience in port marine safety will be Dorset Council harbours designated person.

### Operations

- **Town bridge repairs** are now in full swing and progressing well. The works are on time, dry weather conditions are needed to lay the asphalt, but it is anticipated that works should be completed by the 25<sup>th</sup> November 2022 a little ahead of schedule.

Whilst the works continue on the bridge, lifts are limited to three per day Monday to Friday 08:00 / 12:00 / 18:00 the midday lift is a single leaf lift. Weekend bridge lifts are all operating as normal. For all bridge lifts, booking must be received by 16:00hr the day before. Due to the change in scheduled lifting times, it has been necessary to temporarily remove the option to book bridge lifts online.

- **General Directions** have been assessed by specialist maritime solicitors and a draft copy has been produced. Whilst the Harbour Master position remains vacant it is recommended that the six-week consultation period is delayed in order that the replacement Harbour Master can have the opportunity to approve the document with a view to ensure implementation by 1 April 2023.
- **The Port Local Traffic Service** by integrating the following technology into our daily operations:
  - AIS (Automatic Identification System) monitoring.
  - CCTV installation covering Weymouth Bay, Harbour Entrance and Channel entrance.
  - Weather station at Harbour entrance, providing data on tidal information both predicted and actual, wind speed and direction, pressure and temperature. This has now been embedded onto our website.
  - Updated digital VHF equipment.
  - Updated VHF aerial equipment.

### Open Port Duty:

- Port Waste Management Plan has been reviewed and approved by the Maritime Coastguard Agency and will run until 2025.
- Oil Spill Response Tier 2 contract was due for renewal in December 2022. Quotes were sought and after comparing annual and Incident Management Exercise costs, Adler & Allan have been chosen to continue gold level service.

## Staff Training and Competency:

- 1x Oil Spill 2P Pollution course
- 1x Oil Spill 4P Management pollution course
- 2 x commercial endorsement on powerboat licence
  
- The process of appointing a Harbour Master for Weymouth is in progress.
  
- Recently appointed Assistant Harbour Master Matt Brown has resigned from his post. Progress to find his replacement is underway and interviews have taken place.

## Conservancy:

We are finalising the sampling plan with the MMO (Marine Management Organisation) to ensure that our disposal dredge licence can be used in the case of any future build-up of material within the Inner Harbour. A maintenance dredge to the harbour approaches and Commercial Berth 1 has been completed by a local contractor. The works continue to maintain a safe navigable channel and reduce the risk of vessels coming aground near the pleasure pier.

Annual dredging in this location is programmed to maintain the design depths.

## Environmental Duty:

- **The Sea Hives** (4 in number) were installed on the northern side of the Pleasure Pier and are monitored by the harbour team and SeaHives Ltd. They are well inhabited, encouraging sea-life to that area of the harbour (see photos below)

The chains that secure them seem to be wearing at a faster rate than first thought which has resulted in one being re-sited and another one laying on the seabed, secured to the pier. This isn't unexpected as it was an experimental project, we are working with Seahives limited to find a solution to refixing them.

Educational presentations to local schools have taken place with funding secured to deliver more.

- **Pleasure Pier** enhancements, Claire Nutall Art was awarded the contract to paint a mural at Building N, the design complements the Seahive installation and brightens up the area. With funding and sponsorship from partners, benches have been purchased and information boards are being designed to promote the Seahive installation. The information boards will be a combination of text and images from local primary schools that have been provided as part of a competition. The harbour has allocated funds in the in-year asset plan to replace the railings. We are in the process of obtaining quotes for this.



### **Aids to navigation:**

The Harbour entry lights have been replaced with LED Port Entry Lights and the smart monitoring system to alert the team of any defects to any of the aid to navigation; these can be seen the legal distance being (Pleasure Pier 6 mile) and (Stone Pier 9 mile)

The Stone Pier light had a failure. A temporary light was fitted whilst contractors source a replacement due at the end of month. The temporary light on the stone pier has a distance of 5 miles. The light failure was reported to Trinity Lighthouse.

Investigations are being progressed with Navmoor to transition the Harbour entry light system to the International Association of Marine Aids to Navigation and Lighthouse Authorities recommendation r0111 for port traffic signals.

**Pilotage:** Nil acts of pilotage have taken place during this reporting period.

**Weather:** The weather has been varied over this period with no reported damage to the Harbour infrastructure.

## **Harbour Works**

### **Surveys**

- The harbour team have assisted the Flood and Coastal Erosion Risk management Team and Brunel to carry out surveys of the harbour walls and Pleasure Pier, further information will be given when the reports are received.
- The re-scheduled works to the railway lines in the Loop car park on Commercial Road is now complete with all trip hazards being rectified.

### **Marinas**

- Deep cleaning of the infrastructure and rolling repair/maintenance to the pontoons continue.

- We have employed a maintenance person to be responsible for the repairs and maintenance of the two marinas.

### Peninsula Development

- There are ongoing talks with the new principal contractor Knights Brown to complete the public realm improvements and commercial area works. Two site visits have recently been conducted and the harbour team are working towards clearing the site in advance of the contractors getting on site, which is imminent.

### Pleasure Pier

- There are a few areas where the railings have been barriered off due to concerns on their condition. There was an above water and diver visual condition survey of the Pleasure Pier on to give formal advice on future works to the Pleasure Pier including the railings. There has since been a meeting about the way forward with the repair works and it was agreed that the work on improving the railings would be a priority and there will be a condition survey of the joining wall F1 before a full commitment on how to proceed with the underside repairs.

**Harbour Walls** See Engineering Report.

### Commercial Berths

- We have recently completed installation of new 16a and 32a electricity and lighting supply to the Commercial Pontoons, east of the town bridge. We were successful in receiving 75% funding towards this project from the Fisheries and Seafood Scheme, which brings a new facility to those commercial berths improving their commercial infrastructure to enable a safe and sustainable working harbour, as well as enabling the fleet to be less restricted by natural light for preparation of catch/next day's fishing thus allowing more time at sea.

### Visitor Pontoons

- Tenders have been received for the replacement of the stretch of visitor pontoons from No 4 berth to outside the harbour office. The design allowed for an improved specification to ensure an all year-round facility; ability to berth larger vessels and cope with more demanding weather conditions for future proofing. Intermarine have been awarded the contract and plan to be on site March /April 2023.

### Weymouth Harbour Asset Management Plan: In Year spend 2022/23

Project number	Item	Estimated cost	Spend to date
IMP-22-001	Port Traffic Signal: refurbish mast and replace control cabinet	£3,250	£1,500
IMP-22-002	Cargo stage works (following relocation of FLQ): To include works to crane removal, resurfacing, fencing, benches)	£51,000	Await Peninsula Development

IMP-22-003	Provision of local traffic service and weather station	£25,000	£24,500
IMP-22-004	New oil spill provisions	£10,000	-
IMP-22-005	Replace Pleasure Pier railings	£30,000	Await survey
IMP-22-006	Works to Pleasure Pier Buildings	£20,000	£5,000
	Works to be funded from revenue budgets	<b>£139,250</b>	<b>£31,000</b>
IMP-22-007	Maintenance dredging	£50,000	£30,000
IMP-22-008	Pontoon replacement for visiting vessels No 4 berth - Custom House Quay	£550,000	-
	Works to be funded from Harbour Reserves	<b>£600,000</b>	<b>£0</b>
	<b>TOTAL</b>	<b>£739,250</b>	<b>£31,000</b>
IMP-22-009	Whaley Boat Package (To be funded from Capital Receipt reserves)		£8,000
IMP-22-010	Electric/lighting installation - CHQ Commercial Berth. Funding £5,190		£1,730

## Maritime and Local Events

From June the following events were able to be supported by the Harbour:

- 5<sup>th</sup> November - Weymouth Fireworks and fire on the beach
- 25<sup>th</sup> December - Christmas day swim

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## Harbours Advisory Committee 8 December 2022 Flood & Coastal Erosion Risk Management (FCERM) Engineering Update

### For Review and Consultation

**Local Councillor(s):** ALL

**Executive Director:** J Sellgren, Executive Director of Place

**Report Author:** Matthew Penny  
**Title:** Service Manager Flood & Coastal Erosion Risk Management  
**Tel:** 01305 252290  
**Email:** matthew.penny@dorsetcouncil.gov.uk

**Report Status:** Public

#### **Brief Summary:**

The purpose of this report is to provide an update and consult with Harbours Committee on the Flood and Coastal Erosion Risk Management (FCERM) engineering activities being undertaken within all three Dorset Council Harbours.

#### **Recommendation:**

Review report and comment upon progress of current activities.

#### **Reason for Recommendation:**

Update and consult with Harbours Committee.

#### 1. **Report**

##### 1.1 **Lyme Regis Harbour**

###### (a) **Dredging**

The next annual dredging works are programmed for March 2023. A tender was put together to test the market, and five contractors have been directly approached for quotations.

We will procure a suitable a dredging contractor by December to ensure that we have secured the services in time for the programmed dredging works. The Coastal Risk team is working closely with the Harbour Master

and the accountancy team to ensure that the necessary funds are available for this purpose. We are confident that we shall be able to continue with next year's activities as planned.

**(b) Inspections**

The Coastal Risk Team undertake scheduled routine asset inspections of Lyme Regis harbour. Inspections will be completed by end November.

**(c) Repairs**

We are continuing to monitor The Cobb structure and repair the surface, as necessary.

**(d) Lyme Regis Environmental Improvement Scheme Phase 5**

The council has gained approval of the Outline Business Case (for Defra grant funding) from the Environment Agency (EA) assurance board.

The next stage of the project (pre-construction) is underway and includes engagement with the public, stakeholders and commercial users, as well as final design and licensing applications. Discussions with statutory consultees such as Historic England, Natural England and the Marine Management Organisation have been organised.

Construction is proposed to commence in 2024. We will continue to monitor and carry out repairs to The Cobb in the meantime.

Key Milestones:

<b>Task</b>	<b>Programme</b>
Stakeholder engagement	Ongoing
Design Development	Winter 2022 – Spring 2023
Permits and Licences determination	Spring – Winter 2023
Proposed Construction start	Summer 2024

**1.2 West Bay Harbour**

**(a) Dredging**

The next annual dredging works are programmed for March/April 2023. A tender was put together to test the market, and five contractors have been directly approached for quotations.

We will procure a suitable a dredging contractor by December to ensure that we have secured the services in time for the programmed dredging works. The Coastal Risk team is working closely with the Harbour Master and the accountancy team in order to ensure that the necessary funds are available for this purpose. We are confident that we shall be able to continue with next year's activities as planned.



Some delays were experienced due to licensing processes, but the Marine Management Organisation (MMO) has indicated that the license will be issued by December 2022.

**(b) Inspections**

The Coastal Risk Team undertake scheduled routine asset inspections of West Bay Harbour. Inspections will be completed by end November.

**(c) Repairs**

Structural consultants have delivered a technical report on the asset condition of two walls within the Inner harbour area, as well as some recommendations. An internal capital bid with projected budgets was submitted for approval.

Pending funding approval, the Coastal Risk team will obtain consultancy services and implement the construction projects. A Statement of Requirement is currently being finalised to proactively take the project forward. In the meantime, the walls continue to be monitored by engineers.

**1.3 Weymouth Harbour**

**(a) Dredging**

Dredging is programmed to maintain the design depths. A survey of current harbour depths has been commissioned and is expected by end November. The results of which will inform the decision of whether dredging is required.

**(b) Inspections**

The Coastal Risk Team undertake scheduled, routine asset inspections Weymouth Harbour. Inspections will be completed by end November.

**(c) Weymouth Flood & Coastal Risk Management Scheme Phase 1**

FCERM Engineers are now in the process of developing the Outline Business Case (OBC) and it is programmed for completion in late 2023. Flood modelling and engineering surveys are underway. The first round of engagement with the local community has been completed and was a success, with reasonable levels of public participation. More engagement events are planned in future.

Key Milestones:

<b>Task</b>	<b>Programme</b>
Stakeholder engagement	Ongoing
Permits and Licences determination	Summer 2023 - Autumn 2024

Outline Business Case	Summer 2022 - Autumn 2023
Initial design period	Autumn 2023 – Winter 2024
Proposed Construction start	2025

(d) **Harbour Walls F&G (Peninsula)**

Commissioning of a site investigation contractor is being progressed. A design option study is also underway, and a final report is expected in December.

Key Milestones:

Task	Programme
Stakeholder engagement	Ongoing
Permits and Licences determination	Summer 2023 - Summer 2024
Design period	Summer 2023
Proposed Construction start	Autumn 2024

(e) **Pleasure Pier**

A structural assessment of the Pleasure Pier has been undertaken and it is considered structurally sound for current light pedestrian use, with repairable defects noted. Some of the railings on the pier are in poor condition and the Coastal Risk & Harbour teams are working closely to replace them. The respective railings are currently barriered-off to protect users of the Pleasure Pier.

(f) **Weymouth Strategic Flood Risk Assessment (SFRA) Level 2**

Providing the detailed flood risk evidence base for Weymouth in support of the development of the Dorset Local Plan. The work involves modelling all sources of flooding within Weymouth and around the harbour.

Progress is currently on schedule and a draft report is estimated to be completed by 30<sup>th</sup> November 2022.

2. **Financial Implications**

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

3. **Climate Implications**

- 3.1 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.

#### **4. Well-being and Health Implications**

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

#### **5. Other Implications**

- 5.1 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**

- 6.1 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**

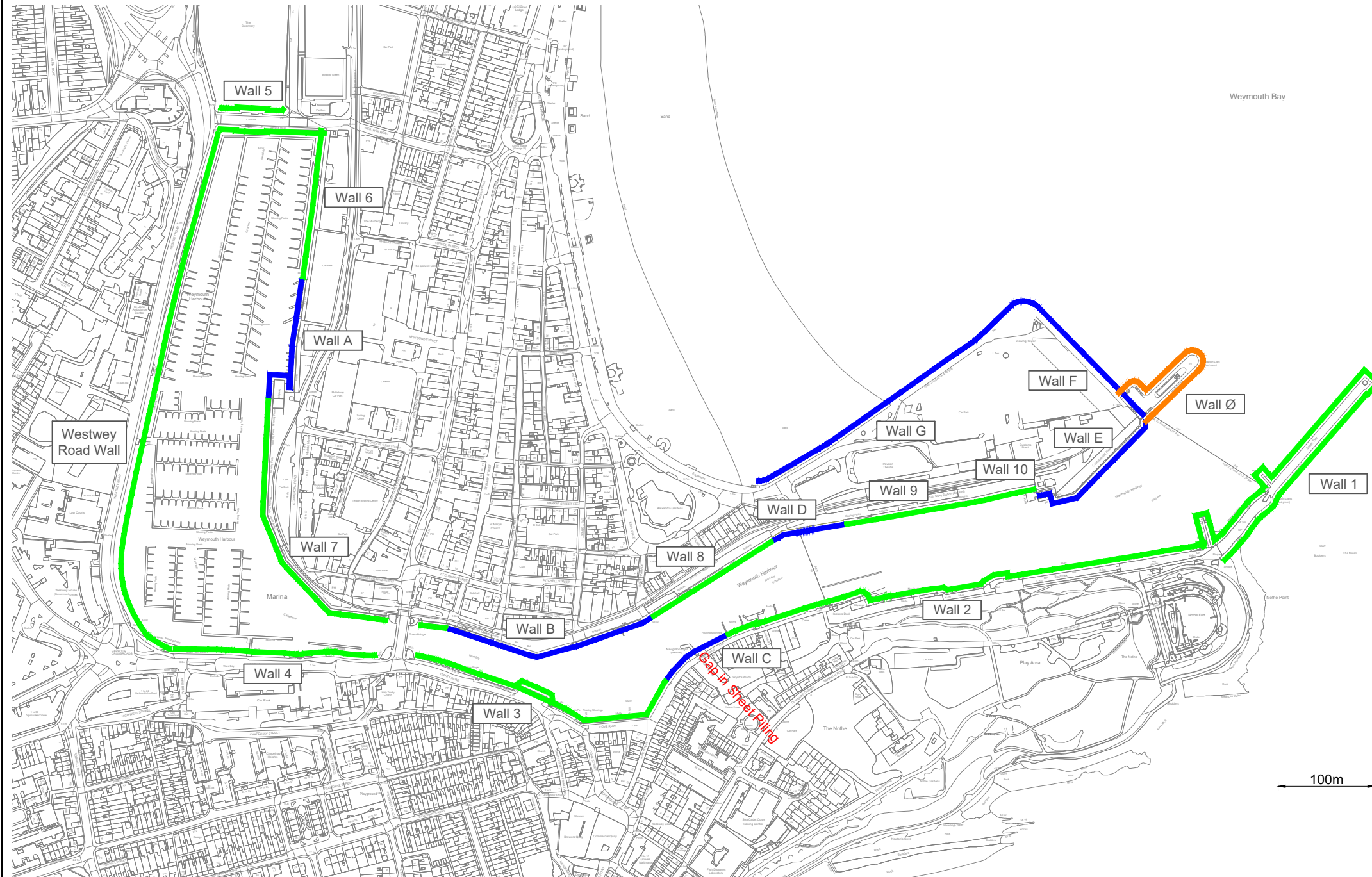
- 7.1 An EQiA is completed for all relevant engineering work that may impact upon people. Therefore, an EQiA was not completed for this committee paper. This approach was agreed with a council equalities officer.

#### **8. Appendices**

- 8.1 Weymouth Harbour Wall Locations Map

9. **Background Papers**

None.



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 : 20/09/21	Scale : 1 : 5000 (A3)
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Drawing File Reference : Wall Locations 220620.dwg

Drawing Number :	Rev. :
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## Harbours Advisory Committee

8 December 2022

## Harbours Budget Monitoring Report 2022/23

### For Decision

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

**Local Councillor(s):** All Councillors

**Executive Director:** J Sellgren, Executive Director of Place

Report Author: Claire Connolly (Weymouth), James Radcliffe (Bridport and Lyme Regis)

Title: Business Manager, Harbour Master

Tel: 01305 8382423, 01308 423222

Email: [claire.connolly@dorsetcouncil.gov.uk](mailto:claire.connolly@dorsetcouncil.gov.uk)  
[James.radcliffe@dorsetcouncil.gov.uk](mailto:James.radcliffe@dorsetcouncil.gov.uk)

**Report Status:** Public

**Brief Summary:** The purpose of the report is to set out the current budget monitoring position for the harbour operational budgets for Weymouth, Bridport and Lyme Harbours at the end of August 2022 and the predicted position of the Harbour Reserves for 2022/23. The financial summaries are given in the Appendices.

**Recommendation:** To note the current budget monitoring figures for 2022/23.

1. Note the budget monitoring position 2022/23 for Weymouth Harbour
2. Note the budget monitoring position 2022/23 for Bridport Harbour
3. Note the budget monitoring position 2022/23 for Lyme Regis Harbour

**Reason for Recommendation:** The Harbours' budget monitoring and regular reporting to the Harbours Advisory Committee helps manage the risks of under or overspending the budget.

## 1. **Weymouth Harbour – Budget Monitoring as at end October 2022**

- The Budget Monitoring figures as of end October 2022 are given at Appendix 1. The Weymouth Harbour operational budget was approved with an expectation that there would be a surplus of £104,637. Current predictions indicate that this surplus will be £214,597. Any surplus will be transferred to the harbour reserve at the end of the financial year.
- The Harbour Revision order clarifies the car parks which are located inside the harbour estate. The net income generated from those car parks are transferred into the harbour reserve at the year end to support the harbour asset plan and to contribute to the regeneration of the peninsula through improvements to car parks, commercial area, walls, public realm and pleasure pier. The net surplus is budgeted at £349,460, current forecasts indicate that this could be £594,273.

- **Operational Budget Income: Overall £114,321 (F)**

There is reduced income in the following areas:

- Energy recharges – vessels actively reducing their usage
- Reduced number of visiting fishing vessels

Favourable variances are as follows:

- Fees for filming that took place in and around the harbour
- Increased recharges for customers requiring services such as vessel moves / forklifting
- Marina berths both annual and temporary
- Income from slipway and sale of motorised water sports permits.

- **Operational Budget Expenditure: Overall £4,361 (A)**

The variances to budget predictions are as follows

- Increased insurance costs based on last year's actuals
- Increased water costs at the Peninsular based on last year's actuals
- Energy budgets were initially set based on a 10% increase. Dorset Council are currently making forecasts based on a 65% increase which is the mid-point between best and worst-case scenarios; predictions have been calculated to take this into account.
- Reduced spend on advertising and marketing based on previous trends



- **Asset Management Plan Improvements Weymouth Harbour Budget:**
- The Harbour Master's update provides a list of projects that are planned to be completed during 2022/23. The programme of works is an extract from the 25-year Harbour Asset Management Plan. In-year projects are funded from revenue budgets; pontoon replacement and maintenance dredging are funded from reserves.
- The approved schedule of works for 2022/23 included replacing visitor pontoon berths in the outer harbour. Costs came back on the following: **option 1** to replace the whole run or **option 2** to replace all but one section as this section was newer and not yet due for replacement. The costs are £554,000 versus £488,000. Approval has been given to proceed with option 1 as it was considered better value overall and safer to have the same safe berthing guidelines for the whole facility. The newer sections of pontoon will be utilised elsewhere in the harbour.
- Funding from reserves has also been taken to install electricity and lighting to the commercial pontoons, east of the town bridge. We were successful in receiving 75% funding towards this project from the Fisheries and Seafood Scheme.
- Careful consideration of the harbour's assets continues to be key to the financial success of the harbour and to protect and improve income. This is under constant review both in the short and long term to review how assets are being used, to maximise the life of items and to review the priorities
- **Weymouth Harbour Reserves Summary**
- **Revenue reserve** - The predicted year end position is £2,296,953, this ringfenced balance is committed to the future cost of pontoon replacement which is a significant financial commitment and essential to maintain and improve income.
- **Pleasure Pier Reserves** – there is an historic allocation of £20,000 per annum to fund basic maintenance to the Pleasure Pier. The last major works were undertaken in 2016 to the value of about £65,000. We have engaged with the Council's engineering team to instruct WSP to carry out an above water and diver visual condition survey of the Pleasure Pier.
- **Capital Receipt Reserves** a number of assets were sold in 2021 and the revenue generated has been placed in the reserve fund. These funds can

be used for Capital works; a decision was taken to purchase a vessel suitable to assist staff to carry out general harbour maintenance, specifically in the marinas which will be taken from this reserve.

## **2. Bridport Harbour Budget Monitoring as at end October 22**

2.1 The Bridport Harbour budget monitoring figures are given at Appendix 5.

2.2 Expenditure Overall - £64,949 (A)

2.3 The main variances to the budget predictions are as follows:

- Pay Related Cost - The Bridport Harbour Master is covering both Bridport and Lyme Regis Harbours creating a saving in pay cost for both harbours, the harbour has also benefitted from summer ops funding.
- Transport Cost – Increase in fuel cost.
- Supplies & Services – Increase cost in materials and PPE & cost of Replacement cost of new harbour RHIB.
- Increase in dredging cost.

2.4 Revenue Budget Income - £116,722 (F)

- Increase in car park income
- Increase in diving air fills

2.5 Reserve Movements

- The budgeted transfer to reserves is currently predicted to be £87,073

## **3 Lyme Regis Harbour Budget Monitoring as at end of October 22**

3.1 The Lyme Regis budget monitoring figures are given at Appendix 4.

3.2 Expenditure Overall - £32,047 (A)

3.3 The main variances to the budget predictions are as follows:

- Pay Related Cost - The Bridport Harbour Master is covering both Bridport and Lyme Regis Harbours creating a saving in pay cost for both harbours, the harbours have also benefitted from summer ops funding.
- Transport Cost – The JCB has had several breakdowns, replacement options are currently being investigated to reduce maintenance cost.
- Supplies & Services – Increase dredging cost, Cost of designated person, increase in PPE and workwear cost.

### 3.4 Revenue Budget Income - £69,018 (F)

- Increase in car park income
- Shop income
- Increase use of Kayak storage
- Increase in Visiting vessels & overnight stays
- Increase in launching & harbour use

### 3.5 Reserve Movements

- There is no budgeted transfer to reserves
- £37,000 surplus will go back to DC to offset the £74,000 the harbour is supported.

## 4. 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:

- Internal charges – this includes the “above the line” service recharges paid to Dorset Council.
- Pay related costs- all costs relating to staffing including basic pay, National Insurance, pension contributions and training.
- Premises related costs– Utilities and rates, refuse, planned maintenance, surveys, response maintenance.
- Transport related costs – fuel, travel and subsistence.
- Supplies and services – Insurance, 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.
- Recoverable costs – where recharges are made to lease and licence holders for energy. Also includes electricity charged to annual berth holders and visiting vessels.

## 5. Climate Implications

The Harbours' Budget funds items that have implications for sustainability and climate change. In utilising future budgets every effort will be made where possible to consider how carbon output can be minimised and operations made more sustainable.

## **6. Well-being and Health Implications**

The Harbours' Budgets fund items that have implications for voluntary organisations, community safety and physical activity. It is recognised that 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.

## **7. Other Implications**

Harbour issues are subject to regular consultation with customers, the Harbour Consultative Groups and the Harbours Advisory Committee.

The harbours' accounts form part of the Council's overall Statement of Accounts, which is considered and approved by the Audit Committee

## **8. Risk Assessment**

8.1. **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 and regular reporting to the Harbours Advisory Committee 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

## **9. Equalities Impact Assessment**

There are no equalities implications arising from this report

## **10. Appendices**

- Appendix 1 Weymouth Harbour Financial Summary
- Appendix 6 Bridport Harbour Financial Summary
- Appendix 5 Lyme Regis Harbour Financial Summary

## **11. Background Papers None**

**Appendix 1**  
**Financial Budget Summary 2023/24 for Weymouth Harbour**  
**Harbours Committee December 2022**

	2022/23 Full Yr Budget £	2022/23 Forecast £	2023/24 Estimate £
<b>Summary of Harbour Operational Budget:</b>			
<b>Expenditure:</b>			
Employees	540,942	538,806	649,702
Premises	152,370	164,708	192,461
Transport	911	1,119	1,187
Supplies and Services	171,177	165,128	187,578
Asset Management: In-year projects	139,250	139,250	86,000
Asset Management: routine maintenance	64,500	64,500	34,500
Service Recharges (Non-controllable)	229,000	229,000	229,000
<b>Total Expenditure</b>	<b>1,298,150</b>	<b>1,302,511</b>	<b>1,380,428</b>
<b>Income:</b>			
Rents and Licences	(183,601)	(189,101)	(186,495)
Recoverables	(30,565)	(29,396)	(37,991)
Commercial Activities	(212,862)	(235,486)	(222,453)
Leisure Activities	(975,759)	(1,063,125)	(1,118,522)
<b>Total Income</b>	<b>(1,402,787)</b>	<b>(1,517,108)</b>	<b>(1,565,461)</b>
<b>Operational Net Budget (Surplus) / Deficit</b>	<b>(104,637)</b>	<b>(214,597)</b>	<b>(185,033)</b>
<b>Operational Net Budget (Surplus) / Deficit</b>	<b>(349,460)</b>	<b>(594,273)</b>	<b>(520,561)</b>
<b>Harbour Reserves Summary</b>			
Balance b/f		(2,113,783)	(2,296,953)
Predicted transfer to reserves at year end operational budget		(214,597)	(185,033)
Predicted transfer to reserves at year end parking surplus		(594,273)	(520,561)
Capital works		555,700	
Pontoon replacement			
Maintenance dredging		50,000	50,000
Pleasure Pier reserves		20,000	20,000
<b>Predicted Year End Position</b>		<b>(2,296,953)</b>	<b>(2,932,547)</b>
<b>Maintenance Dredging Reserve</b>			
Balance b/f		(47,262)	(67,262)
Annual contribution		(50,000)	(50,000)
Year 2 (2022/23) spend to date		30,000	
<b>Predicted Year End Position</b>		<b>(67,262)</b>	<b>(117,262)</b>
<b>Capital Receipt Reserve</b>			
Balance b/f		(69,033)	(61,033)
Prurchase vessel for harbour maintenance		8,000	
<b>Predicted Year End Position</b>		<b>(61,033)</b>	<b>(61,033)</b>
<b>Pleasure Pier Reserves Summary</b>			
Balance b/f		(106,551)	(124,051)
Annual contribution		(20,000)	(20,000)
2022/23 spend to date		2,500	
<b>Predicted Year End Position</b>		<b>(124,051)</b>	<b>(144,051)</b>

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**Appendix 2****Bridport Harbour Financial Summary**

Harbours Committee 8th December 2022

	2023/24 Full Yr Budget £	2023/24 Forecast £	Variance £		Budget Requirement 2023/24 £
<b>Summary of Revenue Budget:</b>					
<b>Expenditure:</b>					
Internal Charges (Expenditure)	81,476	86,976	(5,500)	(A)	85,810
Pay Related Costs	147,992	147,992	(0)	(A)	162,880
Premises Related Costs	37,900	36,788	1,112	(F)	39,530
Transport Related Costs	2,641	12,293	(9,652)	(A)	9,500
Supplies and Services	156,510	203,909	(47,399)	(A)	193,680
Third Party Payments (Contracted Out)	30,100	33,610	(3,510)	(A)	30,100
Movement in General Fund Balances (MRP)	23,750	23,750	0	(F)	23,750
<b>Total Expenditure</b>	<b>480,369</b>	<b>545,318</b>	<b>(64,949)</b>	<b>(A)</b>	<b>545,250</b>
<b>Income:</b>					
Reimbursements & Contributions	(23,200)	(27,347)	4,147	(F)	(29,200)
Fees and Charges	(492,469)	(605,045)	112,576	(F)	(595,150)
Internal Charges (Income)	0	0	0	(F)	0
<b>Total Income</b>	<b>(515,669)</b>	<b>(632,391)</b>	<b>116,722</b>	<b>(F)</b>	<b>(624,350)</b>
<b>Total Bridport Harbour</b>	<b>(35,300)</b>	<b>(87,073)</b>	<b>51,773</b>	<b>(F)</b>	<b>(79,100)</b>

**Harbour Reserves Summary**

	£
Balance b/f from 2021-22	40,483
2022-23 Budgeted Contribution to Reserves	35,300
2022-23 Forecast Underspend to Reserves	51,773
<b>Total of Harbour Reserves</b>	<b>127,556</b>

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**Appendix 3**

**Lyme Regis Harbour Financial Summary**

**Harbours Committee 8th December 2022**

	2022/23 Full Yr Budget £	2022/23 Forecast £	Variance £		Budget Requirement 2023/24 £
<b>Summary of Revenue Budget:</b>					
<b>Expenditure:</b>					
Internal Charges (Expenditure)	74,686	74,686	0	(F)	74,686
Pay Related Costs	123,692	108,692	15,000	(F)	138,957
Premises Related Costs	29,700	32,130	(2,430)	(A)	30,130
Transport Related Costs	11,100	16,863	(5,763)	(A)	13,950
Supplies and Services	132,320	169,014	(36,694)	(A)	170,482
Third Party Payments (Contracted Out)	11,600	13,760	(2,160)	(A)	11,600
Movement in General Fund Balances (MRP)	19,900	19,900	0	(F)	19,900
<b>Total Expenditure</b>	<b>402,998</b>	<b>435,045</b>	<b>(32,047)</b>	<b>(A)</b>	<b>459,705</b>
<b>Income:</b>					
Government Grants	(66,000)	(66,000)	0	(F)	(66,000)
Reimbursements & Contributions	0	(2,500)	2,500	(F)	(2,750)
Fees and Charges	(262,949)	(329,467)	66,518	(F)	(314,330)
Internal Charges (Income)	0	0	0	(F)	0
<b>Total Income</b>	<b>(328,949)</b>	<b>(397,967)</b>	<b>69,018</b>	<b>(F)</b>	<b>(383,080)</b>
<b>Total Lyme Regis Harbour</b>	<b>74,049</b>	<b>37,078</b>	<b>36,971</b>	<b>(F)</b>	<b>76,625</b>

**Harbour Reserves Summary:**

	£
Balance b/f from 2021-22	176,958
2022-23 Budgeted Contribution to Reserves	0
2022-23 Forecast Underspend to Reserves	0
<b>Total of Harbour Reserves</b>	<b>176,958</b>

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## Harbours Advisory Committee 8 December 2022 Harbours Budget and Setting of Fees and Charges 2023/2024

### For Recommendation to Cabinet

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

**Local Councillor(s):** All Councillors

**Executive Director:** J Sellgren, Executive Director of Place

Report Author: Claire Connolly (Weymouth), James Radcliffe (Bridport and Lyme Regis)

Title: Harbour Masters

Tel: 01305 8382423, 01308 423222

Email: [claireconnolly@dorsetcouncil.gov.uk](mailto:claireconnolly@dorsetcouncil.gov.uk)  
[James.radcliffe@dorsetcouncil.gov.uk](mailto:James.radcliffe@dorsetcouncil.gov.uk)

**Report Status:** Public

#### Recommendation:

That Cabinet asks Full Council to

1. Approve the fees and charges for 2023/24 for Weymouth Harbour
2. Approve the Asset Management Plan for 2023/24 for Weymouth Harbour
3. Approve the fees and charges for 2023/24 for Bridport and Lyme Regis Harbours
4. Approve the budget request for 2023/24 for Weymouth Harbour.
5. Approve the budget request for 2023/24 for Bridport Harbour.
6. Approve the budget request for 2023/24 for Lyme Regis Harbour.

#### Reason for Recommendation:

The Harbours Advisory Committee is responsible for informing Cabinet on the 2023/24 budget requirement and proposed fees and charges for the Bridport, Lyme Regis and Weymouth Harbours.

## 1. Executive Summary

The purpose of the report is to set out the budget requirement for revenue budgets for Weymouth, Bridport and Lyme Regis Harbours for 2023/24. This requirement includes setting fees and charges for all Harbours and the Asset Management Plan Improvements for Weymouth

## 2. All Harbour Fees and Charges

- 2.1 All Harbour fees and charges have been benchmarked against harbours and marinas geographically close to them and who offer similar services. This exercise demonstrated that fees are competitive. The annual berthing packages for marina berths and harbour moorings represent a flexible and good value package.
- 2.2 Whilst the benchmarking provided a good starting point consideration has also been given to the differing facilities and services on offer and historic price increases. We need to ensure we have confidence that any price increase reflects the service provision and facilities on offer.
- 2.3 Dorset Councils Corporate minimum expectation for price increases is 5%. This can be higher where there is evidence and justification for this.
- 2.4 The recommendation for 2023/24 fees and charges, in general terms, is an increase of 5% to ensure the harbours remain competitively priced, encompass rises in service costs and ensure continuous improvement in facilities. There are some exceptions as follows:
- 2.5

### Weymouth

Fee	%	Rationale
Annual berthing for personal watercraft docks let by Dorset Council	10%	To meet demand; 6 docks were installed in 2021 and a further 9 docks in 2022. Occupancy was 100% during the summer season and waiting lists exists.
Visiting leisure craft for overnight stays to increase by 0.35p per meter	10%	Historically price increases have been modest ranging between 2 and 3 % 2019 – 2021
Introduce a weekly rate for visiting leisure craft		To encourage longer stays to be based on 25% discount

Introduce a rate for larger visiting leisure craft		This will be by negotiation within predetermined scale to reflect occasions when a visiting vessel takes up more than 1 berthing space due to its length or beam.
Introduce a slipway fee for after 2.30pm		A lower rate to encourage additional use
Use of Slipway and purchase Motorised Watersports Permits	10%	Demand is high and prices are reasonable
Winter berthing outer harbour	0%	Big increase in 2022 as pricing structure changed to monthly, hold prices to remain competitive

#### Bridport & Lyme Regis

Fee	%	Rationale
Assistance by Harbour staff (hourly rate)	10%	Increased to reach commercial rates
Mechanical and Marine services (hourly rate)	10%	Increased to reach commercial rates
Quayside parking for launch vehicles (inc Harbour users)	10%	Increased to sit above public car park charges
Quayside parking for commercial fishermen	10%	Increased to bring more in line with Lyme charges
Boat lifts in or out of the Harbour		Increased to assist and offset increased maintenance and running cost of JCB and Boat Lifter

2.6 Due to the volatility of utility prices a caveat remains within the scale of charges, that unit prices and standing charges will be subject to change, should supply costs change.

2.7 A full set of proposed changes to fees and charges can be found at appendix 3 and 4 for approval.

### 3. **Asset Management Plan Improvements Weymouth Harbour Budget:**

3.1 Below is a list of planned in-year projects for 2023/24 for approval. The programme of works is an extract from the 25-year Harbour Asset Management Plan.

3.2 The projects for 2023/24 are to be funded as follows:

- £86,000 from revenue budgets
- £50,000 from reserves

Weymouth Harbour Asset Management Plan: In Year spend 2022/23					
Item	Estimated cost	Project Type	Procurement route	Internal staff input	Funding Source
Break tank: No 4 berth - new installation as part regeneration work. Autumn 2022	£7,000	A, B	P2	L	X
External CCTV Cameras (Port) - will be replaced in 2021 as part of the regeneration and will cover FLQ and Port area	£10,000	A,B	P2	M	X
Trolleys - 1 basket Walled, 2 Flat at both Westwey Road & North Quay	£1,000	A, B	P2	L	X
Ferry Steps (CHQ) Rowing ferry side. 2021 engineer report good to fair condition. Defer	£30,000	A,B	P2	M	X
Cove Steps concrete: 2021 engineer report good to fair condition. Defer	£10,000	A,B	P2	M	X
4x4 Pick up (part exchange)	£3,000	A, B	P1	L	X
Harbour Management Software	£25,000	A, C1	P2	H	X
Works to be funded from revenue budgets	<b>£86,000</b>				
Maintenance dredging	£50,000	A, B, C1, C11	P2	H	Y
Works to be funded from Harbour Reserves	<b>£50,000</b>				
<b>TOTAL</b>	<b>£136,000</b>				
<b>Project Type:</b>					
Type A	Normal Harbour Operations				
Type B	Safe and Legal				
Type C 1	Improved Service to customers - break even				
Type C 11	Improved Service to customers - profit				
<b>Procurement:</b>					
Type P1	In-house resources only				
Type P2	External resource needed				
Internal staff input	High, Medium, Low				
<b>Funding</b>					
X	Revenue budget				
Y	Harbour reserve				
Z	Other (Grant funding, Corporate budget)				

#### 4. Weymouth Harbour Budget

4.1 The 2023/24 budgets have been set based on current business reflecting mainly operational status quo. 2023 and beyond will see many welcomed

significant operational changes for Weymouth. The key areas listed below have not been included in this current round of budget estimates, but they will impact on future budget planning:

- A new harbours strategy for all three will guide the future use of budgets, predict potential changes in income and refocus priorities for the future.
- The Quayside Regeneration Project will impact on many aspects of the harbour budget; these will become clearer as the project matures and evolves.

4.2 Other factors and assumptions are as follows:

- Proposed changes to fees and charges as set out in this report are approved
- The Asset Management Plan In-year spend is approved
- Assumed pay award of 4%
- Increased in agency staff to provide a better response to repairing defects and response maintenance and to improve on service delivery. A portion of this is off-set by a saving in routine maintenance budget that would have otherwise been spent on contractors.
- Anticipated increases on energy costs of between 10 and 30%
- Occupancy rates for marina berthing remain stable
- Numbers of visiting leisure craft based on a 3-year average

4.3 The financial picture for Weymouth Harbour has further improved predicting an operational budget that is forecast to return a surplus. The budget summary is at appendix 1. There is still on-going pressure on the harbour budgets and the reserve balance; the reserves are fully committed to fund future pontoon replacement schemes.

4.4 The Harbour Revision Order 2021 (HRO) for Weymouth Harbour came into effect on 17th February 2021, accounting changes are implemented from 1st April 2021 as a result. The HRO has the effect of drawing a line geographically around the harbour area and clarifies the car parks which are located inside the harbour estate. The income generated by these car parks is required to be used for harbour purposes. The net income generated will be transferred to the harbours to assist with harbour expenditure.

4.5 Pleasure Pier Reserves – there is an historic allocation of £20,000 per annum to fund basic maintenance to the Pleasure Pier, with the main aim to maintain the structure so that it can still be used for the purposes of berthing small to medium sized vessels and for members of the public to walk safely along the top. The last major works were undertaken in 2016

to the value of about £65,000 and condition surveys have been carried out in 2022 to confirm what the level of contribution will be in the future.

## **5. Bridport Harbours Budget**

5.1 The 2023/24 budgets have been set based on current business reflecting mainly operational status quo. The key areas listed below have not been included in this current round of budget estimates, but they will impact on future budget planning:

- A new harbours strategy for all three will guide the future use of budgets, predict potential changes in income and refocus priorities for the future.

5.2 Other factors and assumptions are as follows:

- Proposed changes to fees and charges as set out in this report are approved
- Increased staffing levels and training to ensure that the harbour team can comply with the Port Marine Safety Code effectively and to improve on service delivery
- Insurance and energy costs expected to rise, included is a 10% increase
- Occupancy rates for Harbour moorings remain stable
- Increased dredging budget
- There has been no adjustment made for any future impact on any restrictions for Covid.

5.3 The Bridport Harbour budget request can be seen in Appendix 2

5.4 The predicted reserve movement will be £79,100

## **6. Lyme Regis Budget**

6.1 The 2023/24 budgets have been set based on current business reflecting mainly operational status quo. The key areas listed below have not been included in this current round of budget estimates, but they will impact on future budget planning:

- A new harbours strategy for all three will guide the future use of budgets, predict potential changes in income and refocus priorities for the future.

6.2 Other factors and assumptions are as follows:



- Proposed changes to fees and charges as set out in this report are approved
- Increased staffing levels and training to ensure that the harbour team can comply with the Port Marine Safety Code effectively and to improve on service delivery
- Insurance and energy costs expected to rise, included is a 10% increase
- Occupancy rates for Harbour moorings remain stable
- Increased dredging budget
- There has been no adjustment made for any future impact on any restrictions for Covid

6.3 The Lyme Regis Harbour budget request can be seen in Appendix 3

6.4 There is currently no predicted reserve movement

## **7. Financial Implications**

The report covers the harbour budgets.

## **8. Well-being and Health Implications**

The Harbours' Budgets fund items that have implications for voluntary organisations, community safety and physical activity. It is recognised that 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.

## **9. Climate implications**

The Harbours' Budget funds items that have implications for sustainability and climate change. In utilising future budgets every effort will be made where possible to consider how carbon output can be minimised and operations more sustainable.

## **10. Other Implications**

Harbour issues are subject to regular consultation with customers, the Harbour Consultative Groups and the Harbours Advisory Committee.

The harbours' accounts form part of the Council's overall Statement of Accounts, which is considered and approved by the Audit Committee

## **11. 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 and regular reporting to the Harbours Advisory Committee 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.

## **12. Equalities Impact Assessment**

There are no equalities implications arising from this report

## **13. Appendices**

- Appendix 1 Weymouth Harbour Financial Summary
- Appendix 2 Bridport Harbour Financial Summary
- Appendix 3 Lyme Regis Harbour Financial Summary
- Appendix 4 Weymouth Harbour Proposed Fees and Charges
- Appendix 5 Bridport and Lyme Regis Harbour Proposed Fees and Charges

## **14. Background Papers**

None

**Appendix 1**  
**Financial Budget Summary 2023/24 for Weymouth Harbour**  
**Harbours Committee December 2022**

	2022/23 Full Yr Budget £	2022/23 Forecast £	2023/24 Estimate £
<b>Summary of Harbour Operational Budget:</b>			
<b>Expenditure:</b>			
Employees	540,942	538,806	649,702
Premises	152,370	164,708	192,461
Transport	911	1,119	1,187
Supplies and Services	171,177	165,128	187,578
Asset Management: In-year projects	139,250	139,250	86,000
Asset Management: routine maintenance	64,500	64,500	34,500
Service Recharges (Non-controllable)	229,000	229,000	229,000
<b>Total Expenditure</b>	<b>1,298,150</b>	<b>1,302,511</b>	<b>1,380,428</b>
<b>Income:</b>			
Rents and Licences	(183,601)	(189,101)	(186,495)
Recoverables	(30,565)	(29,396)	(37,991)
Commercial Activities	(212,862)	(235,486)	(222,453)
Leisure Activities	(975,759)	(1,063,125)	(1,118,522)
<b>Total Income</b>	<b>(1,402,787)</b>	<b>(1,517,108)</b>	<b>(1,565,461)</b>
<b>Operational Net Budget (Surplus) / Deficit</b>	<b>(104,637)</b>	<b>(214,597)</b>	<b>(185,033)</b>
<b>Operational Net Budget (Surplus) / Deficit</b>	<b>(349,460)</b>	<b>(594,273)</b>	<b>(520,561)</b>
<b>Harbour Reserves Summary</b>			
Balance b/f		(2,113,783)	(2,296,953)
Predicted transfer to reserves at year end operational budget		(214,597)	(185,033)
Predicted transfer to reserves at year end parking surplus		(594,273)	(520,561)
Capital works		555,700	
Pontoon replacement		555,700	
Maintenance dredging		50,000	50,000
Pleasure Pier reserves		20,000	20,000
<b>Predicted Year End Position</b>		<b>(2,296,953)</b>	<b>(2,932,547)</b>
<b>Maintenance Dredging Reserve</b>			
Balance b/f		(47,262)	(67,262)
Annual contribution		(50,000)	(50,000)
Year 2 (2022/23) spend to date		30,000	
<b>Predicted Year End Position</b>		<b>(67,262)</b>	<b>(117,262)</b>
<b>Capital Receipt Reserve</b>			
Balance b/f		(69,033)	(61,033)
Prurchase vessel for harbour maintenance		8,000	
<b>Predicted Year End Position</b>		<b>(61,033)</b>	<b>(61,033)</b>
<b>Pleasure Pier Reserves Summary</b>			
Balance b/f		(106,551)	(124,051)
Annual contribution		(20,000)	(20,000)
2022/23 spend to date		2,500	
<b>Predicted Year End Position</b>		<b>(124,051)</b>	<b>(144,051)</b>

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**Appendix 2****Bridport Harbour Financial Summary**

Harbours Committee 8th December 2022

	2023/24 Full Yr Budget £	2023/24 Forecast £	Variance £		Budget Requirement 2023/24 £
<b>Summary of Revenue Budget:</b>					
<b>Expenditure:</b>					
Internal Charges (Expenditure)	81,476	86,976	(5,500)	(A)	85,810
Pay Related Costs	147,992	147,992	(0)	(A)	162,880
Premises Related Costs	37,900	36,788	1,112	(F)	39,530
Transport Related Costs	2,641	12,293	(9,652)	(A)	9,500
Supplies and Services	156,510	203,909	(47,399)	(A)	193,680
Third Party Payments (Contracted Out)	30,100	33,610	(3,510)	(A)	30,100
Movement in General Fund Balances (MRP)	23,750	23,750	0	(F)	23,750
<b>Total Expenditure</b>	<b>480,369</b>	<b>545,318</b>	<b>(64,949)</b>	<b>(A)</b>	<b>545,250</b>
<b>Income:</b>					
Reimbursements & Contributions	(23,200)	(27,347)	4,147	(F)	(29,200)
Fees and Charges	(492,469)	(605,045)	112,576	(F)	(595,150)
Internal Charges (Income)	0	0	0	(F)	0
<b>Total Income</b>	<b>(515,669)</b>	<b>(632,391)</b>	<b>116,722</b>	<b>(F)</b>	<b>(624,350)</b>
<b>Total Bridport Harbour</b>	<b>(35,300)</b>	<b>(87,073)</b>	<b>51,773</b>	<b>(F)</b>	<b>(79,100)</b>

**Harbour Reserves Summary**

	£
Balance b/f from 2021-22	40,483
2022-23 Budgeted Contribution to Reserves	35,300
2022-23 Forecast Underspend to Reserves	51,773
<b>Total of Harbour Reserves</b>	<b>127,556</b>

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**Appendix 3**

**Lyme Regis Harbour Financial Summary**

Harbours Committee 8th December 2022

	2022/23 Full Yr Budget £	2022/23 Forecast £	Variance £		Budget Requirement 2023/24 £
<b>Summary of Revenue Budget:</b>					
<b>Expenditure:</b>					
Internal Charges (Expenditure)	74,686	74,686	0	(F)	74,686
Pay Related Costs	123,692	108,692	15,000	(F)	138,957
Premises Related Costs	29,700	32,130	(2,430)	(A)	30,130
Transport Related Costs	11,100	16,863	(5,763)	(A)	13,950
Supplies and Services	132,320	169,014	(36,694)	(A)	170,482
Third Party Payments (Contracted Out)	11,600	13,760	(2,160)	(A)	11,600
Movement in General Fund Balances (MRP)	19,900	19,900	0	(F)	19,900
<b>Total Expenditure</b>	<b>402,998</b>	<b>435,045</b>	<b>(32,047)</b>	<b>(A)</b>	<b>459,705</b>
<b>Income:</b>					
Government Grants	(66,000)	(66,000)	0	(F)	(66,000)
Reimbursements & Contributions	0	(2,500)	2,500	(F)	(2,750)
Fees and Charges	(262,949)	(329,467)	66,518	(F)	(314,330)
Internal Charges (Income)	0	0	0	(F)	0
<b>Total Income</b>	<b>(328,949)</b>	<b>(397,967)</b>	<b>69,018</b>	<b>(F)</b>	<b>(383,080)</b>
<b>Total Lyme Regis Harbour</b>	<b>74,049</b>	<b>37,078</b>	<b>36,971</b>	<b>(F)</b>	<b>76,625</b>

**Harbour Reserves Summary:**

	£
Balance b/f from 2021-22	176,958
2022-23 Budgeted Contribution to Reserves	0
2022-23 Forecast Underspend to Reserves	0
<b>Total of Harbour Reserves</b>	<b>176,958</b>

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## Appendix 4

## DORSET COUNCIL FEES AND CHARGES 2022/23 WEYMOUTH HARBOUR

Moorings: Westwey and North Quay Marina Berths		2022/23 Prices include VAT where applicable	2023/24 Prices	VAT
Marina berths: fees are for LOA* Plus 20% for multi-hull if taking up more than 1 berth Twin berths where available charged at 80% of rate	Annual rate There is a minimum period of 6 months plus the required noticed period.	£ 377.80	£397.00	V
	6 monthly rate 1 Apr - 30 Sept	£ 245.00	£257.25	V
	Monthly: per month from 1 Apr - 30 Sept	£ 50.00	£52.50	V
	Monthly: per month from 1 Oct- 31 March	£ 25.00	£26.25	V
Chain and sinker: vessels up to 3m: fees are per LOA*	DT3/4/5 Residents only	£ 20.75	£22.00	V
Chain and sinker: vessels 3m and over: (max 6.5m) fees are for LOA*	DT3/4/5 Residents only	£ 83.45	£88.00	V
PWC Dock per dock	Annual rate, minimum period 6 months	£ 1,495.00	£1,645.00	V
PWC Dock per dock	6 monthly rate 1 Apr - 30 Sept	£ 970.00	£1,070.00	V
PWC Dock per dock	Monthly rate 1 Apr - 30 Sept	£ 202.00	£220.00	V
PWC Dock provided and fitted by berth holder per length of each dock	Not available to new berth holders from 2022	£ 377.80	£396.69	V
Portion key fob		£ 15.00	£15.00	O
Electricity smartcard		£ 5.00	£5.00	O
Electricity smartcard standing charge per annum		£ 39.00	TBC	V
Rate per unit (subject to change if supply price changes)		£ 0.20	TBC	V
*LOA means the length overall of the Boat including davits, bowsprits, boarding ladders, sterndrives, tenders, outdrives, anchors, pulpits and pushpits and any other extensions fore and aft of the Boat				
Visiting Leisure Vessels		2022/23 Prices include VAT where applicable	2023/24 Prices	VAT
Overnight stays Vessels up to 19.9m (per 24 hours, arrival and departure 12:00 noon per metre; a part of a metre is rounded up to the nearest metre) Charity rate available on request	April - September	£3.40	£3.75	V
Weekly rate	April - September		£2.81	V
	October - March	£2.60	£2.85	V
Short Stay (up to 2 hours only) price per short stay visit	Only available until 7pm	£5.50	£6.00	V
Plug-in charge for electricity for up to 24 hours (subject to change if supply price changes)	16 amp supply	£2.75	£3.00	V
	32 amp supply	£5.50	£6.00	V
	63 amp supply	£11.00	£12.00	V
Vessels over 19.9m prices available on request				
Prices for catamarans and trimarans available on request				

<b>Launching Fees and Permits:</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
Slipway launch and recover per day		£12.50	£13.75	V
Slipway launch and recover per day after 2.30pm			£11.00	V
Slipway yearly permit	1 April - 31 March	£162.50	£178.75	V
Parking of car and trailer with slipway launch per day		£20.50	£23.00	V
Slipway launch and recover per day after 2.30pm			£18.50	V
Parking of car and trailer with slipway launch yearly	1 April - 31 March	£267.50	£294.25	V
Permit for motorised water sports	Daily permit	£10.50	£11.55	O
	Annual 1 April - 31 March	£136.50	£150.15	O
	Annual 1 April - 31 March RYA PWC certificate holder or equivalent	£120.00	£132.00	O
Unauthorised use of slipway, penalty charge		£100.00	£110.00	O
<b>Winter Berthing</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
Marina berths per metre; a part of a metre is rounded up to the nearest metre	Monthly rate 1 Oct- 31 March	£25.00	£25.00	V
Outer harbour per metre; a part of a metre is rounded up to the nearest metre	Monthly rate 1 Oct- 31 March	£21.50	£21.50	V
Electricity standing charge (including loan of meter)		£25.00	£25.00	V
Rate per unit (subject to change if supply price changes)		£0.20	£0.33	O
<b>Commercial berthing: for licenced commercial / registered fishing vessels:</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
Annual commercial berths - quayside location: Commercial Road, Custom House Quay, Trinity Road berths, North Quay Floating pontoons. Fees are for LOA* Plus 20% per annum for multihull if taking more than 1 berth	Annual rate, minimum period 6 months. Owners leaving before the end of the agreement year will be charged £30 administration fee	£155.00	£162.75	V/Z
Visiting commercial /registered fishing vessels under 100 gross tonne. Per 24 hours		£2.80	£3.00	Z
Visiting commercial /registered fishing vessels over 100 and under 500 gross tonne. Per gross tonne, per 24 hours		£0.40	£0.45	Z
Visiting commercial /registered fishing vessels over 500 gross tonne. Per gross tonne, per 24 hours		£0.35	£0.40	V/Z
Visiting commercial / registered fishing vessels will be charged 20% surcharge when using the fish landing quay for loading /unloading				
In order to secure relief from VAT at zero rate for harbour dues under VAT Act 1983, schedule 5, group 10, item 6a as well as being for commercial purposes, a ship must be one whose gross tonnage is not less than 15 tonnes				
*LOA means the length overall of the Boat including davits, bowsprits, boarding ladders, sterndrives, tenders, outdrives, anchors, pulpits and pushpits and any other extensions fore and aft of the Boat				

<b>Commercial Area/ Use of Berth 1</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
Hire of forklift and driver. Per hour; part of an hour will be rounded up. Minimum charge 1 hour		£82.00	£86.00	V
Hire of workboat and driver . Per hour; part of an hour will be rounded up. Minimum charge 1 hour		£82.00	£86.00	V
Commercial area for contracted lift out		£135.00	£142.00	V
Use of Commercial area approved work. Per 24 hours		£135.00	£142.00	V
Fishing gear storage at Commercial Area per pallet per month up to 12 pallets		£2.00	£2.10	V/Z
Fishing gear storage at Commercial Area per pallet per month over 12 pallets		£4.00	£4.20	V/Z
<b>Licencing:</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
Licencing of pleasure boats	Pleasure boats maximum 12 passengers	£125.00	£135.00	O
	Small boats, canoes, pedaloes or similar craft	£30.00	£31.50	O
Watermans licence	Initial Licence	£75.00	£80.00	O
<b>Pilotage: Vessels Navigating in Weymouth CHA Pilotage District</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
From Seaward limits of district to Weymouth Harbour or vice-versa				
Per Tonnage of Pilotage		£130.00	£136.50	Z
		+6.7p per GRT	+7.03p per GRT	
Subject to a minimum charge		£150.00	£157.50	Z
Pilot boat and landing Charges		40% of pilotage fee	40% of pilotage fee	O
Vessels that fail to meet their reported ETA or ETD or fail to give sufficient notice may be liable to penalty payment of		25% of pilotage fee	25% of pilotage fee	V/Z
Vessels navigating within Weymouth CHA Pilotage District with a valid exemption certificate	Proportion of Pilotage Dues including Boat and Landing Charges	20%	20%	V/Z
Subject to a minimum charge		£80.00	£85.00	Z
Use of Pilot Boat within Licensed Area, per hour or part hour		£175.00	£185.00	O
Pilots travel expenses will be included in Pilotage				
Pilotage Exemption Certificates (PEC)	Issue of PEC by examination	£280.00	£295.00	O
	Re-examination for a PEC	£85.00	£90.00	O
	Annual renewal of PEC	£85.00	£90.00	O

<b>Wharfage and Cargo Handling Charges payable in respect of Goods and other items shipped, unshipped or transhipped in the Harbour</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
Mooring gang: unmooring included in mooring except call back after lying over - 50% of fee	Vessels up to 1000 GT/GRT	£84.00	£89.00	V/Z
	Vessels over 1000 GT/GRT	£168.00	£180.00	V/Z
	Midnight to 6am	Plus 100%	Plus 100%	V/Z
Rehandling of cargo and loading rates available on request				
<b>Miscellaneous</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
Boat on trailer storage per metre per month	Available all year round	£12.50	£13.50	V
Provision and recovery or beach bouyed channels	Per occasion or by negotiation	£135.00	£145.00	V
Arrest of vessels		£130.00	£140.00	V
Water - connection charge - standpipe		£25.00	£26.25	V/Z
Water (non Peninsula)	per cubic meter (including 10% admin)	tbc	tbc	Z
Water and sewage (Peninsula charge)	per cubic meter (including 10% admin)	tbc	tbc	Z
Stand pipe refundable deposit		£100.00	£105.00	O
Stand pipe hire per week		£55.00	£57.75	V
Poll waste charge	Cargo and other vessels per visit or week	£80.00	£85.00	Z
	Sail Training vessels per visit or week	£25.00	£27.00	Z
Vessels embarking and disembarking passengers	Per passenger minimum price of 6 passengers	£1.00	£1.05	V
Hire of gangway	Per day	£65.00	£70.00	V/Z
	Per week	£230.00	£250.00	V/Z
Re charge of labour per hour, enhanced rates apply out of hours		£65.00	£68.25	V
<b>Oil Spill Response</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
Inflatable boom, per metre, per day		£6.00	£6.00	V
Lamor foam filled boom (25m), per day		£150.00	£157.50	V
Absorbent boom (12m), per unit deployed		£120.00	£126.00	V
Vessel and two operators, per hour or part of hour		£125.00	£131.25	V
15kg Anchor, per day		£10.00	£10.50	V
30kg Anchor, per day		£20.00	£21.00	V

<b>Use of Boat Compound and other Landing Areas. Placing of boats shore for:</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
Storage, painting and / or repair per metre or part metre per week		£5.45	£5.75	V
Boat on trailer storage per metre per month	Available all year round	£12.50	£13.25	V
Contracted lift out		£135.00	£141.75	V
Use of emergency lift out area after 4 weeks without permission, per metre or part metre		£26.50	£28.00	V
<b>Use of Inner Harbour Grid</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
Use of grid per day	Dorset Council berth holders FOC	£51.00	£55.00	V
Use of grid per day	if not pre-booked and pre-paid	£105.00	£115.00	V
Refundable deposit for electricity cable and key		£10.00	£10.50	O
Refundable deposit for water hose		£10.00	£10.50	O
<b>Events and support</b>		<b>2022/23 Prices include VAT where applicable</b>	<b>2023/24 Prices</b>	<b>VAT</b>
Events: Hire of quayside display area - no 4 berth	Single event up to 72 hours or by negotiation	£550.00	£580.00	V
Events: Hire of quayside display area - cargo stage	Single event up to 72 hours or by negotiation	£800.00	£850.00	V
Events: electricity, water and other services	as metered or estimated			
Provision or recovery of beach bouyed channels	Per occasion or by negotiation	£132.00	£140.00	V
Weymouth Town Council charges: Support for bay fireworks	2 x crew and vessel loading in commercial area per event	£330.00	£350.00	V
Weymouth Town Council charges: Swim raft deployment	Per year	£660.00	£695.00	V
Weymouth Town Council charges: Swim raft storage and maintenance	Per year	£660.00	£695.00	V

VAT included **V**  
 Standard VAT not included **A**  
 Zero rated **Z**  
 Outside scope **O**

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**DORSET COUNCIL  
HARBOUR DUES AND CHARGES 2022/23 & Proposed Fees 23/24 (VAT inc)  
Bridport & Lyme Regis**

Moorings per metre		Proposed 23/24	
Private (April to September)	£91.50	£96.10	
<b>Note: This may be extended outside of the summer season at the discretion of the Harbour Master at £15.50 per month per metre</b>			
Commercial (April to March)	£91.50	£96.10	
Temporary (April to September) (Per Metre Per Month)	£23.50	£24.50	
Tender Outhaul (Per Metre)	£84.00	£88.00	
Tender Rack (Per Space)	£85.00	£89.00	

Storage per metre			
Weekly	£43.00	£45.00	
Annually	£114.00	£120.00	
Summer	£100.00	£105.00	
	Trailers - Bridport	£100.00	£105.00
	Kayaks (Includes Licence) - Both Harbours	£85.00	£89.00
	Kayaks (Monthly Charge)	£20.50	£21.50
Winter	£65.50	£69.00	
Lyme Regis Sailing Club Members Per Boat Per Season Summer/Winter		£85.00	£95.00/£62.50
Lyme Regis Sea School Per Boat (Annual)		£110.00	£110.00

Commercial visiting craft fees			
Registered Fishing Vessels - Overnight	£45.00	£45.00	
Landing Catch - Per Landing	£45.00	£45.00	
<b>Note: Both fees payable if vessel does both</b>			

Launching fees - All sizes			
Day Launch for Motorised Vessels	£19.50	£20.50	
Day Launch for Sailing/Non- Motorised Vessels	£11.00	£11.50	
Day Launch for Sailing/Non-Motorised Vessels Approved Sailing/Sea School Club Members	£6.00	£7.00	
Launch & Moor (2 Days + 1 Night)	£50.00	£53.00	
Additional Day & Night	£30.50	£32.50	

Launching fees - All sizes			
Season Ticket Holders - 1 Night Temp Mooring	£11.00	£12.00	
Mooring Holders - 1 Night Temp Mooring	£11.00	£12.00	
<b>Note: Mooring holders that spend a minimum of 10 nights on the pontoon will receive 2 free</b>			

Slipway Launch Season Tickets			
General Public Season Ticket	£195.00	£205.00	
Season Ticket for Sailing/Non Motorised Vessels	£110.00	£115.50	
Season Ticket for Sailing/Non-Motorised Vessels Approved Sailing Club Members	£60.00	£70.00	
Season Ticket for Approved Gig Club members (GIG)	£156.00	£164.00	
Season Ticket for Approved LRPBC Members (For Use at Lyme Regis Only)	£156.00	£164.00	
Season Ticket for Sailing/Non Motorised Vessel for Approved Sea School Members	£25.00	£35.00	

Private visiting craft fees			
Overnight	Up to 10 meters	£22.50	£23.50
	10-15 metres	£29.00	£30.50

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## Harbours Advisory Committee

8 December 2022

## Approval of the Harbours Marine Safety Plan and update on Port Marine Safety Code Audit Actions

### For Recommendation to the Portfolio Holder

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

**Local Councillor(s):** All Councillors

**Executive Director:** J Sellgren, Executive Director of Place

Report Author: Ken Buchan, Dorset Council

Title: Head of Environment & Wellbeing

Tel: 01305 225132

Email: [Ken.buchan@dorsetcouncil.gov.uk](mailto:Ken.buchan@dorsetcouncil.gov.uk)

**Report Status:** Public

#### Brief Summary:

At Harbours Committee on 28 September 2022 the PMSC Designated Person (DP) Report 2022 detailed observations made during the most recent operational visits to Lyme Regis (including a review of Bridport) and Weymouth. The reports outlined issues at Bridport and Lyme Regis Harbours which led to the conclusion that Dorset Council was not compliant with the code at that time. The requirements to fully review the Marine Safety Management System (documented procedures) along with the need to update navigational risk assessments (among other observations) at both Bridport and Lyme Regis led to this conclusion.

The audit recommended that the Harbours Committee, as Duty Holder, urgently develops a Marine Safety Plan (as required by the Code) identifying and prioritising the necessary improvements to achieve full PMSC compliance and that the plan should be time framed and monitored at the regular Harbours Committee meetings, and progress against the plan publicly reported. A plan has been developed and is presented in Appendix 7 for Duty Holder approval.

The Committee report also presented a timetable to address the issues highlighted in the audit report which was subsequently approved by the Committee. This paper provides an update on progress against this timetable.

**Table 1: Progress with audit checklist**

<b>Task</b>	<b>Progress</b>	<b>Notes</b>
Audit and list existing documents	Completed	
Update Operational plan and Marine Safety Management Systems	Mostly Complete	With recent changes to Harbour governance relevant text in the updated plans needs to be checked by democratic/legal services
Develop Marine Safety Plan for Committee Approval	Completed	Draft presented for approval today
Review and update all risk assessments where required including navigational risk assessments	Completed	
Establish risk registers for Bridport and Lyme Regis Harbours	Completed	
Complete incident, accident and defect reporting, investigation and action list	Completed	System of reporting now in place through Harbour websites which link to back-office action lists
Examine General Directions requirements (HRO dependent)	Will start when HROs for Bridport and Lyme Regis approved	
Committee training requirements and records available for audit	Completed	A record is kept by Democratic Services at DC and can be made available for audit purposes
Incorporate links to relevant county and regional emergency plans	Completed	

Establish record of past and planned emergency response exercises	To be introduced	Harbour staff also receiving required emergency response training (e.g., Oil Spill response)
Publish dredge and survey results	Complete	
Review of pilotage service at Bridport Harbour	Programmed for 2023	Will request an independent review early next year for committee consideration.
Review and risk assess bunkering activities at Bridport and Lyme Regis Harbours	To be investigated in Jan/Feb 2023	
Update delegations and powers in the Operational Plans for Bridport and Lyme Regis	Mostly Complete	Requires review by democratic/legal services

Good progress has been made in addressing the recommended actions with those not constrained by other dependencies (such as HRO approval) being mostly completed. Recent governance changes are reflected in the updated Operational Plans and Marine Safety Management Systems but require some review by democratic/legal services. The pilotage review for Bridport will require specialist input and we anticipate this being carried out in the first quarter of 2023. The review and risk assessment of activities related to bunkering will require more detailed investigation, and this will happen early in 2023.

**Recommendation:**

1. That subject to any suggested changes from the Harbours Advisory Committee, the Portfolio Holder for Highway, Travel, and the Environment approve the Marine Safety Plan.
2. To note the progress on the actions related to the Port Marine Safety Code audit.

**Reason for Recommendation:** Harbour operations have been reviewed and assessed throughout the period by the Designated Person which highlighted some compliance issues. This included the requirement of a Marine Safety Plan and a list of other issues requiring attention. These issues were outlined and timetabled for action at

Harbours Committee on 28 September 2022. This report presents a draft Marine Safety Plan for consideration and progress towards delivering other actions. By addressing these issues, we can ensure Dorset Council's harbours are compliant with the Port Marine Safety Code.

### **3. Financial Implications**

There are financial considerations with the ongoing work in the harbour which includes ensuring compliance with the Port Marine Safety Code. These are managed through the routine Committee budget setting and monitoring processes.

### **4. Climate Implications**

There are no climate implications linked to the subject of this report. However, the Harbours aim to meet the targets of the Dorset Council Climate and Ecological Emergency Strategy. Adopted by Dorset Council in July 2021, the Climate and Ecological Emergency Strategy sets out a framework for action to become a carbon neutral Council and the direction of travel needed for a County-wide approach. Harbours have an important role in helping to deliver some of the goals set out within the strategy and will aim to reduce their carbon footprint in line with that of other Council Services.

### **5. Well-being and Health Implications**

Risk assessments that support the ongoing health and well-being of harbour users and harbour employees are in place for numerous activities that occur within our harbours. As part of the response to this audit these risk assessments have been reviewed and updated if required.

### **6. Other Implications**

None

### **7. Risk Assessment**

- a. **HAVING CONSIDERED:** the risks associated with this decision; the level of risk has been identified as:

Current Risk: Low  
Residual Risk: Low

### **8. Equalities Impact Assessment**

There are no equalities impact issues resulting from the subject of this report.

### **9. Appendices**

Appendix 1: Dorset Council Harbours Marine Safety Plan 2023 – 2025

**10. Background Papers**

Dorset Council PMSC Designated Person Report 2022

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**Port Marine Safety Code**  
**Dorset Council Harbours Marine Safety Plan**  
**2022 - 2025**



**Reviewed - November 2022**

# Dorset Council Marine Safety Plan 2022 - 2024

## Introduction

Dorset Council is the Statutory Harbour Authority for the Local Authority Harbours at

Bridport (West Bay)

Lyme Regis

Weymouth

For Dorset Council the safety and security of its Harbour activities is paramount to ensure a safe environment for all those who use, work, operate or visit. It is committed to meeting the requirements of the Port Marine Safety Code (PMSC) which requires the Harbour Authority Duty Holder to publish a Marine Safety Plan.

Each Harbour maintains an Operations Plan and a Marine Safety Management System which complement this Marine Safety Plan. These can be found at:

[Bridport Harbour Operations and Marine Safety Management System](#)

[Lyme Regis Operations Plan and Marine Safety Management System](#)

[Weymouth Harbour Operations Plan and Marine Safety Management System](#)

The Marine Safety Plan is in place to ensure safe and effective Safety Management Systems for the regulation of marine operations within Dorset Council Harbours. The plan provides the framework to monitor, improve and develop our safety and environmental performance. This is based around the agreed objectives set out below.

## Policy

Dorset Council is committed to the safety of its Harbour Operations and provision of a safe Harbour Environment. All policies will comply with the 1974 Health and Safety at Work Act and the Port Marine Safety Code and the Council will:

- Carry out all harbour and associated marine operations in a manner which protects the safety and health of harbour users, the general public, employees and others with business in Harbour areas and which minimises adverse effects on the environment and the community.
- Undertake regular consultation with stakeholders through consultative groups established for each harbour and wider stakeholder consultation on significant programmes and projects.
- Ensure Harbour investment is financially sustainable.

Dorset Council's wider Health Safety and Environmental Policies can be found at:

[Dorset Council Health and Safety Policy](#)

[Dorset Council Protecting our Natural Environment](#)

[Dorset Council Climate and Ecological Emergency Strategy](#)



Specific Navigation Policies, Procedures, Notices and Directions can be found at:

- [Bridport Harbour](#)
- [Lyme Regis Harbour](#)
- [Weymouth Harbour](#)

Under **Navigation** and/or **Resources**

### **Ownership and Review**

Dorset Council has appointed the Portfolio Holder for Travel, Highways and the Environment as the Duty Holder. This Marine Safety Plan will be owned by the Duty Holder supported by a Designated Person with advice on its content being provided by the Harbours Committee.

The Harbours Committee meets quarterly to review Harbours performance. The committee will be responsible for receiving reports of progress against the plan and ensuring that the objectives remain relevant and in support of the Portfolio Holder, and adequately resourced.

The Marine Safety Plan will be reviewed at least annually to record status and progress against the plan and refreshed as objectives are met, or circumstances change. At 3-year intervals, the plan will be fully reviewed and republished.

## Plan and Objectives

Number	Objective	Action Owner	By When	Comment	Achievement
1	To complete Review of Progress and report to the Harbours Committee and Duty Holder annually	HMs	Annually on publication	Report against the Marine Safety Plan	
2	Harbours Committee and Duty Holder to be Aware of top Risks	HM	Annually	Report top 5 risks as part of the SMS Review.	
3	Review the Safety Management System Risks and Procedures annually or after every accident/incident	HM	Annually. Accidents and incidents to be reported quarterly		
4	Renew Designated Person Contract	SM	Oct 25	James Hannon of ABPmer has been appointed as the Designated Person until October 2025	
5	Agree Designated Person Audit Schedule to meet with MCA three yearly requirements – but providing additional audits as required	SM & HMs	Annually		
6	Review of Bridport Competent Harbour Authority Status	HM	June 23		
7	Review General Directions Weymouth Harbour	HM	June 23		
8	Review General Directions Bridport and Lyme Harbours	HM	Feb 24	Contingent on HRO approval	
8	Complete Bridport and Lyme Regis SMS documentation and incident reporting action plan	HM	Dec 22	Plan Published September 22 Harbour Committee meeting	
9	Report on closure of Designated Person 2022 Audit report findings	Head of Environment and Wellbeing	Dec 22		
10	Accidents and incidents	HM	To be reported quarterly to the Duty Holder and immediately for significant events.	To include ongoing checks for trends and learning points leading to updated and improved risk assessments and response	



## **Harbours Advisory Committee Forward Plan – September 2022 For the period December 2022 – March 2023**

### **Explanatory Note:**

This Forward Plan contains future items to be considered by the Harbours Advisory 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.

### **Committee Members**

**Cllr Mark Roberts**  
**Cllr Rob Hughes**  
**Cllr Dave Bolwell**  
**Cllr Louie O’Leary**  
**Cllr Sarah Williams**  
**Cllr Mary Penfold**  
**Lee Hardy**  
**Philip Thicknesse**  
**Richard Tinsley**

Chair  
Vice-Chair

## STANDING ITEMS

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Background documents	Member / Officer Contact
<p><b>Harbour Masters' Update/PMSC Issues</b> 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 Advisory Committee	N/A	Designated Person and harbour users	None	<p>Chair of Harbours Advisory Committee <i>Lead Officers – Weymouth Harbour Master</i></p> <p><i>James Radcliffe, Bridport and Interim Lyme Regis Harbour Master</i> <a href="mailto:james.radcliffe@dorsetcopuncil.gov.uk">james.radcliffe@dorsetcopuncil.gov.uk</a></p>
<p><b>Harbours Consultative Groups</b> To receive key points from recent Harbour Consultative Group meetings (Weymouth quarterly, Bridport &amp; Lyme bi-annually in Oct and Mar).</p> <p>Key decision – No Public Access - Open</p>	Harbours Advisory Committee	N/A	Weymouth, Bridport and Lyme Regis Harbour Consultative Groups	None	<p>Chair of Harbours Advisory Committee <i>Lead Officers –Weymouth Harbour Master</i></p> <p><i>James Radcliffe, Bridport and Interim Lyme Regis Harbour Master</i> <a href="mailto:james.radcliffe@dorsetcopuncil.gov.uk">james.radcliffe@dorsetcopuncil.gov.uk</a></p>
<p><b>Budget Monitoring</b> To provide an update on revenue and capital spend.</p> <p>Key decision – No Public Access - Open</p>	Harbours Advisory Committee	N/A	Service Accountants	None	<p>Chair of Harbours Advisory Committee <i>Lead Officer – Ken Buchan, Head of Environment and Well-Being,</i> <a href="mailto:ken.buchan@dorsetcouncil.gov.uk">ken.buchan@dorsetcouncil.gov.uk</a></p>
<p><b>Flood &amp; Coastal Erosion Risk Management (FCERM) Engineering Update</b> To provide an update of the engineering projects progress and issues.</p> <p>Key decision – No Public Access – Open</p>	Harbours Advisory Committee	N/A	Dorset Council Engineering Team	None	<p>Chair of Harbours Advisory Committee <i>Lead Officer – Matthew Penny, Service Manager for Flood and Coastal Erosion Risk Management</i> <a href="mailto:matthew.penny@dorsetcouncil.gov.uk">matthew.penny@dorsetcouncil.gov.uk</a></p>

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<p><b>Points/questions from Committee Members</b> To discuss any concerns or issues raised by Committee Members.</p> <p>Key decision – No Public Access - Open</p>	<p>Harbours Advisory Committee</p>	<p><b>N/A</b></p>	<p><b>N/A</b></p>	<p><b>None</b></p>	<p>Chair of Harbours Advisory Committee</p> <p><i>Lead Officers – Weymouth Harbour Master</i></p> <p><i>James Radcliffe, Bridport and Interim Lyme Regis Harbour Master</i> <a href="mailto:james.radcliffe@dorsetcopuncil.gov.uk">james.radcliffe@dorsetcopuncil.gov.uk</a></p>
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<p><b>New General Directions for Weymouth Harbour</b></p> <p>To provide approval to go out to public consultation on the draft General Directions</p> <p>Key Decision – Yes Public Access - Open</p>	Harbours Advisory Committee	15th March 2023	<p><u>Consultees:</u></p> <p>Lead Officers, Portfolio Holder, Harbours Advisory Committee,</p> <p>-</p> <p><u>Means of Consultation:</u></p>	Draft General Directions for public consultation	<p>Chair of Harbours Advisory Committee</p> <p><i>Lead Officers – Weymouth Harbour Master</i></p>
<p><b>Harbours Business Plans</b></p> <p>To consider new business plans for Weymouth, Bridport and Lyme Regis Harbours</p> <p>Key Decision – Yes Public Access - Open</p>	Harbours Advisory Committee	15th March 2023	<p><u>Consultees:</u></p> <p>Lead Officers Portfolio Holder Harbours Advisory Committee</p> <p><u>Means of Consultation:</u></p>	A Business Plan for Weymouth Harbour 2014-2019 and beyond	<p>Chair of Advisory Harbours Committee</p> <p><i>Lead Officers –Weymouth Harbour Master</i></p> <p><i>James Radcliffe, Bridport and Interim Lyme Regis Harbour Master</i> <a href="mailto:james.radcliffe@dorsetcouncil.gov.uk">james.radcliffe@dorsetcouncil.gov.uk</a></p>
<p><b>Asset Management Plan</b></p> <p>To consider an Asset Management Plan for Bridport and Lyme Regis Harbours</p>	Harbours Advisory Committee	15th March 2023	<p><u>Consultees:</u></p> <p>Lead Officers Portfolio Holder Harbours Advisory Committee</p> <p><u>Means of Consultation</u></p> <p>Meetings and direct communications</p>		<p>Chair of Harbours Advisory Committee</p> <p><i>James Radcliffe, Bridport and Interim Lyme Regis Harbour Master</i> <a href="mailto:james.radcliffe@dorsetcouncil.gov.uk">james.radcliffe@dorsetcouncil.gov.uk</a></p>
<p><b>Dorset Harbours Communications Plan</b></p> <p>To consider a new communications plan for the harbours as proposed in the Dorset Council Harbours Strategy.</p>	Harbours Advisory Committee	15th March 2023	<p><u>Consultees:</u></p> <p>Lead Officers Portfolio Holder Harbours Advisory Committee Harbour Consultative Groups DC Communications Team</p> <p><u>Means of Consultation:</u></p>		<p>Chair of Harbours Advisory Committee</p> <p><i>Lead Officers –Weymouth Harbour Master</i> <i>James Radcliffe, Bridport and Interim Lyme Regis Harbour Master</i> <a href="mailto:james.radcliffe@dorsetcouncil.gov.uk">james.radcliffe@dorsetcouncil.gov.uk</a></p>

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Background documents	Member / Officer Contact
			Meetings & direct communications, possibly working groups		

**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.
- 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.
- Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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