

HARBOURS ADVISORY COMMITTEE

MINUTES OF MEETING HELD ON WEDNESDAY 11 JUNE 2025

Present: Cllrs Rob Hughes (Chair), Sarah Williams (Vice-Chair), Mike Baker, Ray Bryan, Peter Dickenson and Sally Holland

Independent Members Present: Lee Hardy and Richard Tinsley

Apologies: Mark Roberts and Mark Saxby

Also present: Cllr Belinda Bawden

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

Lara Altree (Senior Lawyer - Regulatory), Ed Carter (Harbours Manager), Claire Connolly (Harbours Business Manager), Kevin Evans (Senior Accountant (Place)), Joshua Kennedy (Democratic Services Officer), John Miles (Democratic Services Officer), Matthew Penny (Service Manager - Flood & Coastal Erosion) and James Radcliffe (Bridport and Lyme Regis Harbour Master)

110. Minutes

The minutes of the last meeting held on 5 March 2025 were confirmed and signed.

111. Declarations of Interest

Richard Tinsley declared that he held a berth in Weymouth marina.

112. Public Participation

There were no public questions.

113. Chairman's Report

The Chair welcomed the two new co-optee members to the committee and noted the knowledge of the maritime industry that they would bring. Since the last meeting he had attended the opening of the RNLI mural in Weymouth that had been created by a local artist. He also congratulated the Lyme Regis and Bridport Harbour Master on 30 years of working in the harbours.

114. Harbour Consultative Group Minutes

The Lyme Regis Harbour Consultative Group minutes for the meeting held on 15 May 2025 were presented by Nick Marks, who was representing the group in the absence of the Chair.

The Weymouth Harbour Consultative Group minutes for the meeting held on 21 May 2025 were presented by Tim Day, the Consultative Group Chair.

The committee noted the minutes of the meetings of the Bridport (West Bay), Lyme Regis and Weymouth Harbour Consultative Groups.

115. Harbour Master Updates

The Harbour Master presented the update for Bridport and Lyme Regis harbours. The statistics for both harbours were provided and it was explained that staff had undertaken training courses in several areas including first aid, health and safety, customer care and council behaviour.

Lyme Regis had been audited in March 2025 and there had been 15 items identified for improvement in the audit. 8 of these had been addressed and the remaining 7 items would be addressed by the end of the year.

In Bridport the Beach Wheelchair scheme had recently installed a new permanent building to store their beach wheelchairs, which replaced the older temporary container and the flare disposal scheme had also been setup.

The Harbour Master noted the incidents and accidents that had occurred since the last meeting, including a trailer that had come off a vehicle, which had then been recovered, a vessel sinking in its mooring, which had since been recovered by Harbour staff and a dinghy nearly colliding with a passenger vessel.

In response to a question the Harbours Manager stated that although the target for the completion of the outstanding audit points was the end of year, the smaller items had already been addressed and the outstanding items included demonstrating compliance more clearly and it was hoped that the majority of these would be dealt with by September. In addition, Lyme Regis had been audited against the new code, which was released after the audit took place.

The Harbour Master also confirmed that users of the marina were required to sign a document stating that their vessel was in seaworthy condition and that it was insured.

The Harbours Manager presented the update for Weymouth Harbour. He provided the statistics for the harbour and noted that the Weymouth Sailing Club pontoon works had been recently completed in March.

Several incidents had occurred since the last meeting, they included vessels with mechanical failure, report of a vessel being navigated by a person under the influence of alcohol, a person jumping into the harbour and a mast collapsing on a vessel. A new streamlined incident reporting process had been implemented across the three harbours, to provide better data and analysis on the incidents that were occurring.

The Weymouth Harbour Revision Order had been submitted to the Marine Management Organisation and public consultation would begin in June.

A letter had been distributed in collaboration with the RNLI to provide harbour users with a pre-season checklist and the CCTV system in the harbour had been updated to provide better coverage of certain areas.

Maintenance works had been carried out over Winter across the harbour and the work on the town bridge had been pushed back to early 2026. The Weymouth Quay Project had fully opened and the old Fish Landing Quay had been closed since March. Although the fuel pontoon had been setup there had been delays in getting it operational due to changes with the vendor for the payment system and further approval was needed from HMRC.

In response to questions the Harbours Manager confirmed that training would be provided to cover the changes in the new Port Marine Safety Code and that the Weymouth Harbour Revision Order would go through central communications at Dorset Council, in addition to the required consultees.

The committee noted the updates.

116. Flood & Coastal Erosion Risk Management (FCERM) Engineering Update

The Service Manager for Flood and Coastal Erosion presented the engineering updates. In Bridport and Lyme Regis the dredging would be undertaken as a single operation and they were currently exploring different techniques to potentially save on costs.

Works to harbour walls A & B were being dealt with as a single project and the Service Manager provided a verbal update noting that at the time of the meeting the permit had been received from the Environment Agency and work had commenced.

In Lyme Regis positive discussions had taken place with Natural England about new dredging techniques. Pre-application advice had been sought about the works for the Lyme Regis Environmental Improvement Scheme Phase 5 and construction was anticipated to start in late 2026 / early 2027.

In Weymouth Harbour inspections had begun in May and were anticipated to be completed by July. The Beach Modelling report was being finalised for the Weymouth Flood and Coastal Erosion Risk Management Scheme Phase 1 and the economic appraisal was also ongoing.

One member stressed the importance of looking at preventative maintenance measures going forward as well as reactive maintenance in an effort to save costs in the future.

The committee noted the update.

117. Harbours Year End Budget Report 2024/25

The Harbour Master presented the end of year budget report for Bridport and Lyme Regis. The main variances of the end of year figures were explained to members for both harbours and this included a significant underspend in dredging,

due to a lack of full dredging costs in the 2024/25. In Bridport there had been a transfer to the reserve of £68,672, while Lyme Regis remained funded by Dorset Council.

The Weymouth Harbour end of year budget report was presented by the Harbours Business Manager. The main variances between the projected budget and end of year figures were explained and the detailed figures of the different reserve funds were provided. It was explained that the overall financial picture remained fairly strong in Weymouth harbour.

In response to a question from one member the Harbours Business Manager explained that there was a standard process that was followed when chasing owed payments and if it could not be resolved then it would be passed onto the finance team at Dorset Council.

The committee noted the end of year actuals for Bridport, Lyme Regis and Weymouth harbours for 2024/25.

118. Harbours Budget Monitoring Report 2025-26

The Harbour Master explained that at this stage of the year there were no significant variances of the budget for Bridport and Lyme Regis harbours.

In Weymouth some adjustments had been made for parking revenue due to delays in the repairs to walls F & G. There were no other significant variances to report.

The Committee noted the budget monitoring report for Bridport, Lyme Regis and Weymouth harbours for 2025/26.

119. Harbours Consultative Group Terms of Reference Report

The Harbours Manager presented the report, which recommended amending the Harbours Consultative Groups Terms of Reference. The proposed changes ensured that meetings could proceed in the absence of a Chair or Vice-Chair and allowed the relevant harbour master to act as Chair for the duration of the meeting. The three consultative groups had been consulted on the proposed changes prior to being brought to the Harbours Advisory Committee.

Proposed by Cllr Williams and seconded by Cllr Bryan.

Decision: That the Harbours Advisory Committee recommend that the Cabinet Member for Place Services approve the amendments to the Harbour Consultative Group Terms of Reference as proposed.

120. Weymouth Harbour Incident Analysis Report

The Harbours Manager presented the report showing the new incident analysis system that had been implemented across the three harbours. It was explained that this would help to categorise incidents more accurately to allow trends to be extracted from the data entered into the system.

In response to members questions, the Harbours Manager stated that he would provide further in depth feedback to the committee dependent on which areas they would like to explore in more detail.

The committee noted the report.

121. Forward Plan

The Harbours Manager presented the forward plan to the committee, he noted that in addition to the usual standing items there would also be the Marine Safety Plan update, the Business Plan update, the Economic Analysis and the Lyme Regis Audit update presented at the September meeting.

The committee noted the forward plan.

122. Urgent Items

There were no urgent items.

123. Exempt Business

There was no exempt business.

Duration of meeting: 10.00 - 11.31 am

Chairman

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