

## Safe Harbour Action Group

## Terms of Reference

**1 WORKING GROUP NAME:** Safe Harbour Action Group

**2 MEMBERSHIP:** Team Leader Chris Fenner

**Membership is open to interested people with relevant skills and experience from FIBI or the wider community. Those interested in joining the group need to speak to the Team Leader who will take it forward to the next meeting for agreement.**

**3 PURPOSE/AIM:** To support and assist the Council to ensure the project is spade ready for any funding opportunities that may become available.

**4 PLANNED OUTCOMES:**

Operational completion of the Safe Harbour in Lady Barron.

**5 FUNCTIONS AND RESPONSIBILITIES**

5.1 To report back to the DAP on a regular basis.

5.2 To maintain updating to the General Manager and Councillors.

**6 POWERS**

The Working Party shall act in an interdependent manner in conjunction with the Board in accordance with these Terms of Reference as an instrument of delegation of the Board's powers as part of the Association.

6.1 These powers may from time to time be added to or removed by the Board as it sees fit

6.2 The working party may expand its membership to represent a greater number of stakeholders from the commercial, retail, service delivery, tourism and contracting sectors

6.3 The working party must liaise with DAP chair on potential lobbying intentions and opportunities.

**7. MEETINGS**

Meetings can be held at a time and place that suits the Working Party members. However, there should be a minimum of four meetings a year. The DAP Secretary needs to be notified of meetings.

**8. MINUTES**

8.1 Minutes of the meetings need to be sent to the DAP secretary within seven (7) days after the relevant meeting using the pro forma provided.

**9 REPORTS**

The Forum shall provide regular reports of its activities as follows:

9.1 Minutes to the Board as in 8.1

9.2 An Annual Report provided to the Board for the Annual General Meeting.

**10 RESOURCES**

10.1 Subject to the FIBI annual budget, the Board may provide resources to assist the Working Party fulfil its objectives and purposes.

DATED the 12<sup>th</sup> day of December 2018



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Michael Buck

Chair of DAP



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Chris Fenner

Chair of Safe Harbour Action Group

# Safe Harbour Action Group

# Report 1

Chris Fenner 28/8/18

## SAFE HARBOUR ACTION GROUP

Members: Chris Fenner Lady Barron Safe Harbour Group  
Andrew Thomson FIB inc  
Gerald Willis Council

Meeting 28.8.18

Decision: To action whatever is necessary to ensure the successful application to the BBRF third round and to pursue the successful completion of the project.

### Immediate actions required

- 1: Review the application submitted for the 2<sup>nd</sup> round of BBRF and improve and strengthen the application. (GW)
- 2: Proceed with land acquisition, planning and development permits. Query slipway ownership/operator and secure tenure for over water construction. (MAST etc). (AT)
- 3: Identify and pursue further letters of support from stakeholders. (Police, etc.) (CF)
- 4: Secure ongoing commitment/promises from local Government and Council. (GW)
- 5: Secure support/election commitments from Federal Government (both parties) (GW,CF)
- 6: Secure support from others such as Tourism Northern Tasmania. (CF)
- 7: Visit Triabunna to gain knowledge of operational process and costs regarding running the marina to enable presentation of a marina operations budget. (CF)

## Safe Harbour Action Group

## Report 2

Chris Fenner 17/9/18

### Report on visit to Triabunna

I visited Triabunna on Thursday 13<sup>th</sup> September to gain information on the processes followed and the operational costs related to their marina project.

I met with Adrian O'Leary, Marine Infrastructure and Building Manager and Gary Laredo, Harbour Master.

Adrian was most helpful and was willing and able to answer all questions relating to the project, with the exception of those involving confidentiality.

Firstly, the Triabunna project is very different from the model proposed for Flinders Island.

Triabunna, with the exception of a very small rock wall, did not need wave protection as the marina is situated in a very sheltered inlet area.

The current marina was done in two stages, all funded by Council and borrowings, including the small rock wall. Some grants were received but none that contributed directly to the construction. Investment was \$4.5m, including both marinas, boat ramp relocation, commercial berths, wharf extension and Maria Island ferry berth.

All planning work was done by the Shire in conjunction with James Burbury. Mast was helpful but not required to be consulted in any phase of planning. Local Government planning requirements were the only regulations to be complied with apart from Crown Lands, which needed to be consulted regarding on water construction. I believe this would be the case also for Flinders. We, of course, would also need to work with Tasports as the land area is under their control.

Any works carried out prior to the installation of the marina berths was done by the Council, or local contractors, and was project managed by Council and James Burbury.

The marina berths were purchased after a tender process. Different suppliers were selected for stages one and two.

The floating marina berths will be depreciated over 50 years and the concrete wharf over 80 years upon the advice of James Burbury.

The marina and associated infrastructure is covered as part of the Council's overall insurance policy and is not subject to a separate policy. All boat owners are required, upon arrival, to supply their insurance policy details, although this has been an issue, particularly with initial berth holders who have no insurance. These have been advised that if there is an issue that they are responsible for that results in damage to others then they will be charged. As there has not been any instances of this, not sure how this would go if the owner could not pay.

As mentioned Gary Laredo is the Harbour Master and is a fulltime employee with responsibility for the day to day operation of the marina. He organises berths for visiting boats, insurance details, payment etc.

All berths have water and power supplied, included in the berthing rates, with the exception of three phase power which is only available at the fishermen's wharf and is charged extra.

Plumbing and electrical maintenance, and more major maintenance, is carried out by local trades people.

Car parking is an issue and is more related to the influx of trailer boats during fine weather and the Council is working to expand parking areas.

Showers and toilets are provided on the Northern side of the inlet, stage one, but not on the Southern side, and these facilities are not directly related to the marina, more to the information centre. There is no laundry provided.

Security is by way of CCTV only, there are no gates or fences. The Harbour Master has a supplied lap top and has access to the CCTV 24/7.

There is a fuel depot on the Northern side, near the fishing boat berths.

Marina charges are as follows:

\$35 per night  
\$120 per week  
\$3,200 per year

These are recreational berths and include single phase power and water use. Commercial berths are \$4,020 per year and include water and single phase power, with three phase power additional.

Currently there are 112 berths and with few exceptions they are all full, with a juggle to accommodate visiting boats.

Most berths are similar to those suggested for Flinders, medium sized boats with drafts up to 1.8m, with very little room for larger catamarans and deep draft yachts.

All boats are to supply their own mooring lines and if the Harbour Master sees a line in need of replacement, he will make up the line, install it and charge the owner who then retains ownership.

With the majority of the 112 berths taken by annual renters this is a profitable business for the Council. There is also a marked change in the attitude of the locals, particularly after the closing of the chip mill and port which had a very negative affect on the area some years ago.

Crown Lands have seen the benefits to the Council and have increased their charges to the Council from \$900 per year to \$20,000 per year, back dated for three years. Not happy Jan!

Triabunna is now looking at a \$20m expansion of the port which would include expansion of the marina outside the inlet area and relocation of some of the commercial facilities. This expansion could double the number of marina berths. Whilst the visit was successful in that I saw the operation and some details regarding income etc, as mentioned the Triabunna model is completely different from the model we can expect at Flinders.

We will initially have fewer numbers of berths, very few, if any, permanent boats and will rely almost exclusively on visiting boats for income. I believe our charges could be higher than Triabunna without losing custom.

We could not entertain the idea of a fulltime employee to be Harbour Master, but I believe an arrangement could be made with Tasports to fund one of their employees part time for this position, with Council having a job description for this fee for service position.

I believe we would need to supply power and water to each berth and to supply toilets, showers and a laundry.

Other costs would be limited to rubbish removal and general maintenance. There is little doubt that the operation would be a net cost to Council for a number of years, without taking into account the other benefits of extra visitors, increased employment and probably increased rates by visitors buying land and building on the island.