

**MINUTES OF THE BOARD MEETING HELD ON MONDAY 19th
NOVEMBER 2007 AT 0930 HOURS**

Present: Mr. A.M.B Bell Chairman
Mr. P Fish
Mr. P.J. Morgan
Mr. J. Langan
Mr. D Ellis
Capt. M Sansom Chief Executive

In Attendance: Mrs. L. Allan Finance and Administration Manager
Mr. B. Buist Leisure Services Manager
Miss. S. Leverton Administration Assistant

Apologies were received from Dr. K. Sumser-Lupson and Mr. M Reynolds.

The minutes of the Board Meeting held on 19th October 2007 were approved and signed.

Matters Arising: None

Reports from the Sub- Committees:

Audit Sub-Committee:

Peter Fish summarised the two meetings they had with Mr. Nicholson in regard to the audit on FHC's compliance with the Marine Safety Code, which took place on the 7th and 8th November 2007. A report from Mr. Nicholson has been received by the committee which outlined, amongst other things, his concerns with the towage capacity and the potential risks of berthing incidents occurring.

Business and Planning Sub- Committee:

Peter Morgan put forward the committee's analysis of development opportunities for the FHC infrastructure for comment from the board. He summarised the previous meeting held on 1st November 2007. He also informed the committee of a meeting with Mike Carr from Pendennis Shipyard to be held that afternoon. Having analysed the suggestions put forward, Mark Sansom commented that a more in-depth analysis of the options available is needed at a later stage with a view to developing a port masterplan. Staff members had been briefed to do initial working up of the opportunities identified so far.

Deborah Clark Strategy Document Sub- Committee:

The meeting with Deborah Clark on the 12th November was successful, with several good proposals put forward for a communications Strategy. The committee felt that the report was overlong and ideally the final strategy would be more concise. The general conclusion was that a more consistent feed of information to the press should be considered.

It was identified that the ability to deal with media in a crisis would be hampered by the requirement for the Harbour Master to lead the response as well as deal with the media. Resilience is such that, at present, FHC would struggle with an effective press campaign in the event of a crisis situation. It was agreed that a crisis management policy should be developed with Deborah Clark.

Mark Sansom put forward that FHC is currently too small an organisation to resource having a more extensive relationship with the press. Media work is time consuming and generally immediate which conflicts with managing other priorities.

David Ellis suggested that the board would benefit from an 'away day' to fully discuss the relevant issues including resources. This was agreed by the board. The date is to be arranged via email.

Scholarship Scheme:

Mark Sansom suggested that this project should be re-focussed look at what growth is forecast in the leisure sector the impacts that that may have on regulating and managing the Harbour Area including environmental issues.

Peter Morgan stated that had spoken with Alan Shepard, who had been approached by the CUC as to potential projects and funding for post-graduates. Karen Sumser-Lupson has already had discussions with Leo Salter of Cornwall College.

John Langan suggested that the scope for this project had altered from its original intention.

It was agreed to put this forward under the Business Planning Committee for further discussion.

Environmental Impact Assessment;

The EIA exhibition is ready to go ahead. Mark Sansom reported that he had an interesting meeting with DEFRA on Friday, 16th November. The consenting process was discussed which had emphasised the need to get a full evaluation of the legal position relating to consenting by FHC before the project is taken forward. He reported that generally the meeting had been positive.

David Ellis asked as to the cost implications and the scope for this on the budget. Mark Sansom stated that provisions had been made for this, but was unsure as to whether this will be sufficient.

Leslie Allan stated that there was already a separate cost centre for dredging, and a separate amount for legal fees.

Letter to Minister re: cost recovery for casualties directed by SOSREP

Mark Sansom commented that, whilst the prompt reply and suggestion of compensation were positive, he still had concerns relating to the interim cash flow whilst a compensation claim was being made. The board asked him to take this back to the BPA for ongoing discussion with the Department for Transport.

Integration of Powers- letter to Falmouth Docks and Engineering Co.:

Peter Fish suggested that this letter be amended to include reference to the consenting for the dredging proposals.

Alternative Sources of Funding:

Karen Sumser-Lupson suggested looking at alternative sources of funding from the EU at the Budget Meeting held 9th November. As she was not present the board decided to defer discussion of this item until the Strategy Day.

Request for Funding- Falmouth Gig Club:

It was decided by the board to donate £1000 to the gig club, and maximise the opportunity this would give for positive media coverage. It was also suggested that a fund of money be budgeted every year to give guidance for grants to similar causes.

Chief Executives Report:

World Fuels Report:

Mark Sansom informed the board that he had attended the Tramp Oil Cocktail Party in London where concerns over the effect of a new bunkering station in Portland had been raised.

Harbour Masters Journal:

The journal was signed by the Chairman.

Urgent Business not covered by this agenda:

None.

The meeting ended 1200 hours

A board meeting for urgent business will be held on Friday 14th December 2007