



Falmouth Harbour  
Commissioners

## **CONSULTATIVE COMMITTEE MEETING**

14.00 hrs on Tuesday 1st March 2011

### **Attendees:**

Barry Buist	Leisure Services Manager
Pete Fish	Falmouth Harbour Commissioner
Peter Hamilton	Falmouth Harbour Commissioner
David Hitchcock	
Sophie Mitchell (Minutes) (on behalf of Sue Cocks)	Finance and Administration Officer
David Muirhead	
Ian Munday	Chairman
Mark Sansom	Harbour Master

### **Apologies:**

David Carne	
Morwenna Richards	SMS
Chris Smith	CSA Architects

### **1. Apologies**

See table above.

### **2. Approval of Minutes of the Last Meeting – 7<sup>th</sup> December 2010**

The minutes of the last meeting were approved.

### **3. Welcome New Members**

Ian welcomed David Hitchcock and Peter Hamilton to the meeting and asked them both to introduce themselves to the group.

Although David wasn't born in Falmouth he was brought up in the local area and became a marine surveyor. David now runs a seabed survey business. His business undertakes operations all over the world and has a base in Lowestoft and Falmouth. David has long term experience and knowledge of Falmouth and the Harbour and a technical and environmental understanding of the Port. David has previously undertaken survey work for FHC, as well as in the St Mawes, Mylor and Porthoustock areas. David is a leisure user of the harbour.

Peter Hamilton went to sea as a deck cadet with Shell tankers and completed his second mate's ticket. After his time at sea Peter decided to become a journalist and worked for the Financial Times and then joined a New York advertising agency looking to expand into Europe. He was then asked to join an oil company to look after their corporate affairs outside of America. After leaving this company Peter started his own PR company. Although Peter comes from Devon he has had a home in Falmouth for 18 years and is a leisure user of the harbour.

Peter will be the Board's representative on the Consultative Committee for the



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next three years and replaces Peter Morgan.

**ACTION:** Sue to circulate the Consultative Committee Terms of Reference and Constitution to all members.

### **4. Matters Arising**

All matters arising are complete.

### **5. Bye-law workshop – analysis of bye-law coverage**

The group part reviewed the byelaws (parts 1, 2 and 3) and discussed what headings needed to be included. Suggested headings were added during the meeting to a spreadsheet that Mark had previously prepared.

**ACTION:** Sue to circulate the spreadsheet of Byelaw headings with the minutes of the meeting.

**ACTION:** All attendees to review the byelaws against the headings and bring any suggestions/comments to the next meeting (including gaps or duplication).

Mark also asked the group to consider whether they have had any complaints from other harbour users about things happening within the harbour that are not covered within the byelaws.

### **6. Social Capital Survey**

FHC have undertaken a project to get feedback from their stakeholders about how it is viewed in the local community. As part of the project, FHC is working with the University to produce a survey.

Mark asked the group for any suggestions on how the process/survey could be improved. It is hoped that this project will help FHC to segment its stakeholders and see where additional engagement is needed.

The group suggested that the survey needed to have an additional box at the end for 'any other comments' and also asked for a top-level document to describe the purpose of the project and what it will be used for.

Mark suggested that Harriet attends the next Consultative Committee meeting and presents her work on this project. Ian agreed and also reminded Mark that Harriet can add items to the Consultative Committee's agendas if the group can assist in any way.

**ACTION:** Sue to circulate Social Capital Survey paper with the minutes.

**ACTION:** Mark to liaise with Harriet about creating a top-level document to describe the project and presenting an update on the Social Capital Survey at the next Consultative Committee meeting.

### **7. Board Strategy Day Outcome – Peter Fish in attendance**

Mark gave a presentation on FHC's key strategic issues.

The group discussed Mark's presentation and some members had concerns about losing public access to the water at Grove Place/Fish Strand Quay. Mark



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confirmed that this is not what FHC wants either.

**ACTION:** Sue to circulate Mark's presentation slides with the minutes.

### **8. Port of Falmouth Development Initiative**

The MMO's decision regarding the Port of Falmouth Development Initiative was negative, although not unexpected. FHC are not giving up on the project and are exploring all avenues to put forward another case. The project potentially has very large income and job generation streams and FHC are looking at how these can be fed into the argument.

David H suggested also adding renewable energy to the economic argument.

All the information is being fed into the Port Masterplan which is being showcased at the Maritime Museum on the 18<sup>th</sup> and 19<sup>th</sup> March before going out to consultation for a month.

### **9. Website**

Barry reported that work on the website is ongoing and FHC have taken on board comments that the Consultative Committee has made at previous meetings.

A brainstorming session has been held in-house to gather ideas for a complete re-development of the website. As well as a new look, the project will look at what additional functionality and services the website can provide.

Barry warned the group that it will be a long-term project and will probably take up to 12 months to complete the redevelopment.

Barry was keen to hear any additional suggestions that the Consultative Committee may have for developing the website further.

Ian thanked Barry for this update and reminded him to contact the committee if they can help in any way.

### **10. Minutes of Board Meetings: Dec 10 and Jan 11**

The minutes of the Board meetings were reviewed and no other issues raised.

### **11. AOB**

The device developers from the Wave Hub project are looking for an area where they can test their devices as a 'half-way house' between their test tanks and the wave hub site. FHC are applying for a FEPA licence (through the MMO) for an area in the Bay where the devices can be moored for the developers to gather data.

One of the key areas for consideration will be fishing and David M agreed to help Mark with liaising with the fishing community.

David H also offered to help in any way that he could.

### **12. Date of Next Meeting**

Ian Munday will be away from the 4<sup>th</sup> June and therefore asked for the date of



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the next meeting to be re-arranged to sometime the week before.

**ACTION:** Sue to change the date of the next meeting to sometime during the week 23<sup>rd</sup> – 27<sup>th</sup> May.

The meeting concluded 16:15 hrs.