

**MINUTES OF THE BOARD MEETING HELD ON
FRIDAY 14 SEPTEMBER 2007 AT 1000 HOURS**

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

In Attendance: Mr B.R. Buist Leisure Services Manager
Mrs B. Jenkins Secretary

Apologies were received from Dr K. Sumser-Lupson and Mr D. Ellis.

The Minutes of the Board meetings held on 20th July and 17 August 2007 were approved and signed.

Matters Arising: None

Reports from Sub Committees:

Audit Sub-Committee:

The next meeting of the Audit sub-committee will be held on 24 September next.

Business & Planning Sub-Committee:

The sub-committee reported they had met informally with Lesley Allan to clarify figures on fixed assets and capital costs.

The sub-committee will meet again on 18 September next.

Decisions on Enforcement Action – Report by Regulation Officer:

Captain Sansom introduced Dave Townson who gave a brief resume of his duties as Regulation Officer. Mr Townson reported that he had given 55 verbal warnings in July and 54 in August and these all related to issues of speed and wash. Several written warnings on more serious offences had also been issued.

Mr Townson feels that his post is mostly about education and making the public aware of the requirements of the byelaws.

Recently night patrols have been undertaken by the Regulation Officer along with a Special Constable and these have proved useful especially in drawing boat user's attention to the importance of displaying lights when transiting the harbour in the dark. Captain Killingback concurred that the trial with the Special Constabulary was working well.

Mr Townson went on to report on three specific incidents that had occurred during the season which were being fully investigated with regard to a decision being taken by the Board on the level of enforcement action required. The Board agreed that further inquiries into all three cases were justified. Decisions on specific enforcement action to be taken were deferred in all cases.

Mr Reynolds queried whether the 8 knot speed limit is low enough as wash seems to be the greatest concern.

Mr Morgan suggested that a 6 knot limit should be considered.

Mr Langan felt that perhaps the signage should be reviewed.

Commissioner Appointments:

Captain Sansom advised the Board that three Commissioner appointments had to be reviewed and appointments made before 1 November next.

Mr Bell proposed that two Commissioners, Mr Ellis and Mr Fish, be re-appointed for a second term. However, Mr Morgan will need to stand down from the Board as he has completed more than two terms of office. The post will be advertised in due course and candidates interviewed. Mr Morgan is entitled to re-apply for the post.

Pilotage Arrangements:

Captain Sansom advised the Board that the contract with Falmouth Pilots Partnership expires in August 2008. The contracts with Carrick District Council and Falmouth Docks & Engineering Co, under which FHC provide pilotage services on their behalf, will also expire on that date.

A brief paper on the pilotage services had been prepared by Captain Sansom.

Captain Sansom reported that he had spoken with Carrick who confirmed that they were satisfied with the current arrangements.

Mr Reynolds, for FDECo, expressed some concerns on the management of pilots. He highlighted various issues that it is felt need to be addressed when negotiating for the new contract. He will arrange for a letter to be forwarded by FDECo detailing their concerns.

Captain Sansom advised the Board that since the pilotage operations had re-located to the Harbour office from the docks, integration by the pilots had improved considerably. It is anticipated that one pilot may retire in the near future, and if the level of moves keeps steady it may be necessary to increase the pilot numbers.

After discussion it was recommended that external consultants be appointed to carry out a study into the options for ongoing pilotage arrangements. Captain Sansom agreed to try to identify suitable consultants.

Scholarship Scheme:

Captain Sansom reported that he was liaising with Dr Sumser-Lupson to try to progress this item.

A circular from Cornwall Marine Network was tabled highlighting funding opportunities for research and development.

The Board recommended this should be followed up, and consultation for a suitable post-grad candidate be held with CUC and CMN

Project ideas – Mr Langan suggested that a census be carried out on the boat population of the Estuary to include the type, size, trend etc. This information could provide valuable data for future planning.

Mr Reynolds advised that the Environment Agency and Natural England could be interested in the findings from such a census, which would help identify the effects on hinterland, environment, and employment etc. particularly in line with their plans for a Marina within the Docks complex.

MNOPF Pension Deficit:

Two letters received from the MNOPF in respect of the deficit in their Pension Fund, were tabled. A previous Court Order had determined the liabilities were the responsibility of employers including previous employers.

The payment, as detailed in the letters, and to be paid by 30 September next totals £10,324.

Proposed by Mr Fish, seconded by Mr Reynolds and carried, the payment is made.

Environmental Impact Assessment:

Captain Sansom gave a general overview of the work that is ongoing. He reported that the Channel design has now been settled.

A meeting with Cornwall County Council and the Regional Development Agency in respect of funding for an economic impact study has been held and it can be confirmed that the CCC, RDA and A&P and all prepared to support with funding. The Commissioners agreed that FHC should also support the study with funding which was estimated at £7.5k by each participating body. Captain Sansom was asked to offer the money to Cornwall County Council who were co-ordinating the exercise.

Mr Reynolds highlighted the types of objections that have been received in respect of the Marina development in the Docks area.

EIA timescale – will be updated next week, but Mr Reynolds anticipates the end of June 2008.

Review of Progress against Objectives Matrix:

The tables, as previously prepared, were reviewed and Commissioners agreed that all areas appear to be on track.

FHC Award:

A paper detailing the nominees put forward for consideration to receive the FHC Award this year was discussed.

The presentation will be made at the Stakeholders annual meeting with the Estuary Marine Safety Committee, to be held at the NMMC on 19 December next.

Building on North Quay:

Captain Sansom recorded apologies from Rosemary Lynch who was unable to attend this meeting. However, she reported that sketches of proposed development at North Quay had been discussed with Carrick who received them quite favourably.

Ms Lynch will be invited to attend the next meeting of the Board scheduled for Friday 19 October next.

Chief Executive's Report:

The Chief Executive's Report for the period 14 July to 7 September 2007 was received and adopted.

Mr Morgan enquired as to the outcome of Captain Sansom's meeting with Mr Dudman in respect of pilotage issues at Porthoustock. Captain Sansom advised that Mr Dudman was concerned with financial issues, but agreed that he will settle outstanding bills.

The issue of detention of pilots on the ship while the vessel is being loaded was discussed and will be reviewed.

Mr Fish enquired as to the reason for the Board of Inquiry being set up. Captain Sansom reported that the Board had been set up to carry out an inquiry into a dangerous occurrence involving a harbour tug – a line had to be cut from the ship as the tug was in danger of turning over.

Mr Morgan queried the 'work at height risk assessment' as detailed on the Risk Assessment Report prepared by Allianz, the Board's insurers. This item to be passed to the Board's Safety consultants.

The Chairman thanked Barry Buist for his Leisure Services Manager's report for August 2007.

Harbour Master's Journal:

The Harbour Master's Journal was noted and signed.

AOB: None

The meeting ended at 1155 hours.

The next Board meeting will be held on Friday 19 November 2007.