

**MINUTES OF THE BOARD MEETING HELD ON  
FRIDAY 15 JUNE 2007 AT 1000 HOURS**

Present: Mr A.M.B. Bell Chairman  
Mr D. Ellis  
Mr P. Fish  
Mr P.J. Morgan  
Mr M.D. Reynolds  
Dr K. Sumser-Lupson  
Mr J Langan  
Captain M.J. Sansom Chief Executive

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

The Minutes of the Board meeting held on 18 May 2007 were approved and signed.

Matters Arising from the Minutes not on this Agenda:

**VIP Trip on ARROW:** Captain Sansom reported that the VIP trip on the ARROW had been arranged for the 8<sup>th</sup> July. The Chair of Cornwall County Council had not yet replied to the invitation.

Mr Ellis queried whether Andy Cooper of Cornwall and Devon Newspaper Group had been invited to join the VIP trip. Captain Sansom advised that he would shortly be contacting Andy Cooper to make separate arrangements.

**Drink/Driving Campaign:** Captain Sansom advised that following the recent Court case, he would be liaising with Deborah Clarke to issue a press statement in respect of drink/driving on the water.

Reports from Sub-Committees:

**Business & Planning Sub-Committee:**

Nothing to report other than data is being collated to produce a Business Plan. The next meeting of the sub-committee will be held on 26 June.

### **Audit Sub-Committee:**

The minutes of the Audit Sub-Committee meeting held on 25 May last were circulated.

Noted that Barry Buist had been confirmed as staff member of the sub-committee.

The sub-committee are looking at Strategic Risks and planned to report back to the Board when the initial study was complete.

Methodology for Commissioner appraisals had also been discussed and considered. A draft scheme had been included with board papers.

### **Commissioner Appraisal Scheme:**

A paper detailing methodology for Commissioner appraisals was tabled for discussion.

Mr Fish felt this was a robust scheme and would be a safeguard against any scrutiny of the Board.

Mr Ellis advised that the scheme was not onerous or time consuming to implement. Each appraisal would take a maximum of 1.5 hours.

Dr Sumser-Lupson advised that the University has a similar appraisal scheme in place.

The Chairman suggested that the appraisal process would assist when considering the appointment of new Commissioners.

It was noted that the Vice-Chair would appraise the Chairman.

The Audit and Risk sub-committee will discuss the appraisal format further at their meeting on 5 July next.

The Board agreed that the appraisal of Commissioners should be introduced as soon as practicable. The Chairman and Chief Executive to liaise over the paperwork.

### **Making the Most of Trust Ports:**

A paper from the British Ports Association advising that a report prepared by Price Waterhouse Coopers, on behalf of the DfT, on the trust port sector as part of the overall Ports Policy Review, was tabled.

It was noted that the report was quite positive about trust ports but had recommended that the level of “stakeholder dividend” be quantified in annual reports.

Commissioners and Consultative Committee to meet to discuss the report and the varying perceptions of what a “stakeholder dividend” should amount to.

#### Port Marine Safety Code – Verification Visits:

A paper from the British Ports Association advising that the DfT and MCA are about to embark on a series of verification visits to ports to test out the implementation of the Port Marine Safety Code was tabled.

After discussion the Board proposed that a letter be forwarded to the BPA expressing concerns on the appropriateness of the level of any recommendations and the potential costs involved for smaller ports.

#### FHC Charging Policies – Letter from Captain Kent:

A letter from Captain Kent expressing his views on the charges raised for Launch & Recovery at the Boat Park, was tabled.

Captain Sansom explained that mooring holders who do not pay for the use of any facilities at the Boat Park, such as a tender berth, are required to pay launch and recovery fees each time they use the slipway. The fee involved is £10 per visit.

Mr Buist advised that an annual launch and recovery permit currently costs £150. This covers April – October.

After discussion the Board proposed that a new charge of £75 be introduced for stakeholders who have their boats on moorings but do not keep their tenders on a Boat Park facility.

A letter to be forwarded to Captain Kent advising of the Board’s decision.

#### Commercial Moorings Policy:

A consultation exercise has been held with businesses having commercial moorings allocated to them. The replies received had been circulated to Board members with their papers.

The Commercial Moorings policy was discussed and a proposal considered that the allocation of commercial moorings for

general use by a business will be abolished at the start of the 2008 season. It was agreed that;

- i. Commercial moorings used for a named single vessel with business ownership will be classed as a residents mooring.
- ii. Businesses requiring short term use of a mooring can make use of existing visitors moorings for which visitors rates will be charged.

These changes have been considered and approved by the Consultative Committee.

#### Chief Executive's Report:

The Chief Executive's Report for the period 14 May to 8 June 2007 was received and adopted.

**CARRIE KATE & KETZ:** Captain Sansom reported that the trial at the Truro Crown Court had now concluded. Mr Philip Colver had been found not guilty of manslaughter. He had also been acquitted of the GBH charges.

However, under the Collision Regulations he had been found guilty on three charges and received a sentence of 150 hours Community Service.

Captain Sansom advised that FHC had been involved in the case which had received considerable press coverage. He also reported that the Government had now announced alcohol legislation applicable to the operation of leisure craft would be introduced.

Mr Morgan reported that the RYA, although against such legislation, will now work with the Government following their announcement.

The Board acknowledged that the appointment of a Regulatory Officer has been a very positive move.

Mr Fish queried whether it was an option that the Regulatory Officer could become a Special Constable. This will be investigated.

#### Harbour Master's Journal:

The Harbour Master's Journal was noted and signed.

Urgent Business not covered by the Agenda:

**Antwerp Visit:** Mr Langan and the Chief Executive gave a report on their visit to Antwerp on 5/6 June to attend the Maritime Safety Umbrella Organisation Projects Fair.

Twenty Seven nations had been represented at the conference.

Following this report the Board agreed that it would be useful to meet informally with the SWRDA to discuss the potential of such projects. The Board instructed the Chief Executive to invite Jane Henderson, CEO of SWRDA, to a meeting.

**WaveHub:** Mike Reynolds reported that the indications were that Falmouth would be chosen to be the backup port for the WaveHub project.

**Office Refurbishment:** No progress to report, the architects to be chased on this project.

**Consultative Committee:** Suggested dates for a meeting of the Board with the Consultative Committee to be explored.

The meeting ended at 1210 hours.

The next Board meeting will be held on Friday 20 July 2007.