

# CONSULTATIVE COMMITTEE MEETING MINUTES

Tuesday 6<sup>th</sup> July 2021

2.00 pm via Zoom



**FALMOUTH  
HARBOUR**

UK's Atlantic gateway.

## Attendees:

Neil Andrew, Chair	NA
Barry Buist, Falmouth Haven Manager	BB
Miles Carden, CEO	CEO
Adrian Davis, Falmouth Harbour Commissioner	AD
Don Garman	DG
Richard Jeffery	RJ
Nick Lewis	NL
David Owens	DO
Vicki Spooner	VS
Kathryn Smith, Clerk	KS

## Governance

### 1. Apologies

David Richardson	DR
Mat Spencer	MS

### 2. Declarations of Interest

- There were no declarations of interest.

### 3. Approval of Minutes of the Meeting held on 13<sup>th</sup> April 2021

- The minutes from the previous meeting were tabled and were approved.

### 4. Matters Arising

- The Committee agreed that all Matters Arising were captured.

## Reports

### 5a. Minutes of FHC Board Meetings: April to May 2021

- CEO updated the committee on the bunkering now offered by Trafigura/TFG Marine. CEO is meeting with Trafigura on Thu 15<sup>th</sup> July.

### 5b. Stakeholder Engagement Panel Meeting Minutes May 2021

- No comments on the May minutes.

### 5c. Members Update

- Speeding vessels in the harbour are an issue. FHC have considered which assets we use to police this. Harbour users may not be aware of the speed limit and the speed limit line.
- Agreed to add this to the agenda for the October meeting and invite Duncan Paul to this discussion.

**ACTION** CEO to contact A&P re their speed limits

## 5d. CEO Update

- CEO report previously circulated for information.

## 5e. HM/Operational Update

- HM report previously circulated for information.
- Agreed that Duncan Paul will attend the Consultative Committee meetings so he can take any questions on his report.

## Stakeholder Benefits Strategy

### 6a. Infrastructure Investment

- Good Ports Governance Guide has made recommendations on infrastructure investment.
- The FHC strategy will be discussed at the Board Strategy Day so will report in more detail at the next meeting.

### 6b. Environmental Improvements

- This strategy will be discussed at the Board Strategy Day so will report in more detail at the next meeting.
- The committee agreed the Environment Report was very positive.
- VS reported that we are being proactive following the reports on commercial/cruise ships anchoring and their effect on maerl.
- VS is confident we will secure the TEVI funding for the Advanced Mooring System project.

### 6c. Community Investment

- This strategy will be discussed at the Board Strategy Day so will report in more detail at the next meeting.

### 6d. Charitable Donations

#### FHC 150 celebrations - Update

- To celebrate the 150 anniversary, FHC have sponsored Falmouth Classics, Falmouth Week and the Working Boat Championships.
- We have also set aside a budget for environmental improvements and are working with a local rotary group on this. We are focusing on litter and recycling around the quays.
- We have made a small donation to a futures programme to encourage children to use and enjoy the water.
- We are supporting RCYC to expand their dinghy fleet in Falmouth.
- Other plans have had to be changed because of the ongoing COVID situation.

#### Falmouth Classics

- DG gave an update on Falmouth Classics.
- There were 153 entrants despite not running the small boats parade this year.
- The modified shore side activities worked well thanks to the creativity of our sponsors.
- We worked with the police from the beginning of April and we were assured that the Classics would be able to operate normally which was the case (despite being the same weekend as G7).

- We promoted the 150 anniversary and were grateful for the FHC sponsorship. The merchandise had the new FHC 150 logo.
- A flotilla of 10 vessels followed the pilot boats to mark the 150<sup>th</sup> anniversary.
- The use of Engravers helped and the outdoor prizegiving on CHQ worked very well.
- ITV are producing a Year in Cornwall programme for TV and Gweek Classic Boat yard have been featured along with some of the classic boats.
- Vitamin Cornwall, one of the sponsors, are creating a video about the Classics due out at the end of this month.
- AD commented that the parade was excellent.
- G7 stretched FHC staff so we were unable to support Classics in the way we normally would. DG said this was not apparent as they felt well supported.

## **Flushing Sailing Club**

- This is now open and is an incredible facility for our port.
- DO said the support from FHC was much appreciated and invited FHC to use the facility for meetings.

## **Existing Project Updates**

### **7a. Marina Expansion**

- New breakwater pontoon is now installed.
- BB said customers are now using the pontoon and it is a welcome addition to The Haven.

### **7b. Boat Park Pontoons**

- Further 2 pontoons to be installed on the face of the boat park to allow small boat access.
- MMO licence now in place.

### **7c. Pump Out Facility**

- Now fully commissioned.
- Licence issue with South West Water is now sorted.
- Fendering still needs to be installed and will be done in the Autumn.
- RJ asked how FHC will encourage boats to use the facility. CEO said we need to do a marketing/education exercise to encourage its use. We will promote its use with some signage in the Marina.
- DO commented that some well placed press and PR during this peak season will help to promote its use.
- VS suggested working with Clean Sailors.
- CEO will report on how well it is being used at the next meeting.

## **Consultations**

### **8a. HRO & Byelaws**

- We are just starting to look at whether we need to update our byelaws.
- CEO will take some legal advice and report back at the next meeting.
- MMO licencing fees are increasing in March 2022 so this may mean we do this sooner.

## Marketing & Communications

### 9a. General Update

- Kick Start funding for a Falmouth Harbour Social Media, Marketing and Content Specialist been approved.
- Saga and Viking are using the images we have taken of their cruise ship visits for their own social media and marketing campaigns. We have had some good feedback from Viking and Saga.
- A&P are working with us on the cruise ship visits and they work with the cruise liners re the booking of the berths.
- The ships inaugural visits were welcomed with water sprays from the tugs.
- We have even been engaging with passengers via social media.

### 9b. Website Update

- The FPS and FHC website refresh has been approved by the board.
- The website framework and design were included in the CEO pack.

### 9c. Events

- There are a number of sailing events we are looking to support during 2022-23.
- BB said Falmouth Week will be busy and other events mean we are expecting a very busy summer season.
- DO reported that some early season village regattas have been cancelled but they are hopeful Flushing Regatta will happen at the end of July.

## Any Other Business

### 10. Matters Raised by Members

- NA asked for feedback on this new agenda.
- Comments included:
  - The increased agenda may be difficult to get through in a face to face meeting.
  - Approving the minutes before the meeting will help.
  - Holding an extra meeting in the Autumn to discuss important items.
- Agreed to use Teams for virtual meetings and document sharing going forward.

### Port User Groups

- David Barnicoat chairs the A&P Port User Group while NA chairs the Falmouth Port User Groups.
- The Falmouth Port User Group met last year re the speed limit reduction to 6 knots.
- The Consultative Committee discusses the Port in the round.
- The Port User Group was created to discuss powers of direction of the harbour.

### Engravers Cottage

- CEO said we have retained Engravers Cottage for the short term to allow for office space flexibility during the COVID pandemic.
- This may change following the relaxation of COVID restrictions with commercial letting from the Autumn.

## Dates of Next Meetings

Tue 12<sup>th</sup> Oct 2021 10am at Flushing Sailing Club with working lunch.

Fri 3<sup>rd</sup> Dec 2021 Joint Mtg with Board