

# CONSULTATIVE COMMITTEE MEETING JOINT MEETING WITH BOARD MINUTES

Friday 3<sup>rd</sup> December 2021

2.00 pm at Flushing Sailing Club



FALMOUTH  
HARBOUR

UK's Atlantic gateway.

## Attendees:

Neil Andrew, Chair	NA
Miles Carden, CEO	CEO
Adrian Davis, Falmouth Harbour Commissioner	AD
Don Garman	DG
Richard Jeffery	RJ
Mat Spencer	MS
Kathryn Smith, Clerk	KS

## New Members

Chris Freer	CF
Dave Nicoll	DN
Tristan Rowe	TR
Steve Taylor	ST

## Commissioners

Carrie Gilmore, Chair	CG
Gary Tranter, Deputy Chair	GT
Mark Chanter	MC
Ben Grigg	BG
Andrew Williams	AW

## Governance

### 1. Apologies

John Elliott, Falmouth Harbour Commissioner	JE
David Owens, Consultative Committee	DO
Victoria Hobson (New Member)	VH
Matt Borne (New Member)	MB

### 2. Welcome and Introduction of New Members

- The Commissioners and Consultative Committee introduced themselves.

#### New Members:

- Dave Nicholl - born and bred in Falmouth, deputy coxswain at RNLI.
- Chris Freer - works for Cornwall Marine Network where his main responsibility is sustainability and green skills.
- Tristan Rowe - born and bred in Falmouth, Afters Sales Director at Cockwells.
- Steve Taylor - Head of Falmouth Marine School, part of Cornwall College.

## 3. Introduction by Chairs

### NA – Chair of Consultative Committee

- NA became chair of the Consultative Committee in January 2020 but was only able to hold one meeting before lockdown in March 2020. Consequently the committee has not been able to contribute as much as NA would have liked over the last two years.
- Prior to this the Consultative Committee played a major role in liaising between Falmouth Harbour Commissioners and its stakeholders.
- NA will email the Port Good Governance Guidance to the Consultative Committee. It details how we should conduct affairs and our responsibility to stakeholders.
- In 2018 the Consultative Committee reviewed the Port Good Governance Guide with focus areas that Board members scored themselves against. We would like to do this again in 2022.
- The Consultative Committee kickstarted the current interest in customer engagement and the Stakeholder Engagement Panel was created as a result of this.
- NA would like to return to contributing more fully in 2022.

### CG – Chair of Board

- The results of the Consultative Committee's review of Port Good Governance was shared with the British Ports Association (BPA) for them to share with other ports.
- The last two years have been challenging. We have managed through COVID and we were ahead of the curve in our response to COVID e.g. pilots wearing masks before it was compulsory.
- Recovery was good but hard to manage as we had a wider clientele wanting to stay at the marina and on moorings.
- Leisure income has been better than expected.
- Commercial shipping income has reduced but we have seen an upturn in cruise visits.
- We are obliged to provide a pilotage service 24/7 with one hour's notice.
- Rising costs of materials has affected us significantly.
- Some maintenance spend has been delayed but will be done in 2023.
- We have no public funding so we have to raise funding ourselves.
- As a Trust Port we have statutory and regulatory obligations.
- We sometimes have to make decisions that will not be popular with our stakeholders so we rely on the Consultative Committee as the Board's critical friend. It is also important that the Consultative Committee members feedback stakeholder opinion to the Board.
- The Board deal with the strategic management of the Harbour while the FHC executive deal with the operational management.

### CEO

- CEO started at FHC in January 2021.
- CEO has been brought in to look at growth and the Consultative Committee input is invaluable.
- We need to attract operators and investors to the port and this will be a huge challenge.
- CEO recently attended the Cruise Britain Winter event. We don't need to sell Falmouth as a destination but we do need infrastructure in place to support cruise visits.
- The British Open National Championship for Dragon class boats will be held in Falmouth next year. We would like to attract world class events in the future.
- We need to highlight the marine agenda in Cornwall.

- Falmouth Community Dividend – when we have better financial years we will be able to contribute more widely. We would like to develop this through the Consultative Committee.

## **Environment**

- CEO ran through some of the environmental initiatives:
  - The installation of the sea bin was sponsored which shows the appetite to sponsor initiative like this.
  - Black water pumping station was installed this year.
  - The monitoring system on the pilot boats helps the crew to use fuel more efficiently.
  - We have maerl and seagrass habitats in the Harbour.
  - We would like to secure corporate support to attract carbon offset revenue.
  - We will set carbon targets in 2023.
  - We may add environmental levies or conservation fees on our charges.
  - Finsulate is being fitted to two of our vessels which avoids the need for anti-foul.
  - FLOW
  - Alternative fuels for commercial and leisure boats e.g. HVO. The Board and Consultative Committee discussed options.
- We would appreciate the Consultative Committee support with these initiatives.

## **AD - Stakeholder Engagement Panel**

- AD is chair of the Stakeholder Engagement Panel and attends the Consultative Committee as well. AD is looking forward to working collaboratively with the Consultative Committee next year.

## **4. Discuss Programme of Work for 2022**

- Discussed as part of item 3 above.
- As part of an induction process for the new members to better understand the business the Consultative Committee will agenda a relevant topic at each meeting.
- The first topic will be FHC's liabilities for the two pension schemes we offer.

## **5. Any Other Business**

- Confidentiality Agreement or Non Disclosure Agreement (NDA) was discussed given the sensitive nature of some agenda topics. It was suggested that rather than use a blanket confidentiality agreement we would look at using an NDA on a project by project basis.
- NA commended the new members to look at the new website and let CEO have any comments.
- NA thanked the new members and commented that the committee is in the best shape that it has ever been.

Meeting closed at 15.48

## **Dates of 2022 Meetings**

Wed 12<sup>th</sup> Jan 2022 including election of Chair

Wed 16<sup>th</sup> Mar 2022

Wes 29<sup>th</sup> Jun 2022

Wed 28<sup>th</sup> Sep 2022

All at 2pm.

Fri 16<sup>th</sup> Dec 2022 – Joint Meeting with Board starting at 1pm (moved from Thu 22<sup>nd</sup> Dec)