

**CONSULTATIVE COMMITTEE MEETING  
JOINT MEETING WITH BOARD  
MINUTES  
Friday 16<sup>th</sup> December 2022 13:00  
National Maritime Museum Cornwall**



**FALMOUTH  
HARBOUR**

UK's Atlantic gateway.

**Attendees:**

Neil Andrew, Chair	NA
Miles Carden, CEO	CEO
Adrian Davis, Falmouth Harbour Commissioner	AD
Don Garman	DG
Victoria Hobson	VH
Richard Jeffery	RJ
Dave Nicoll	DN
David Owens	DO

**FHC Staff**

Holly Manvell	HYM
Duncan Paul	HM
Vicki Spooner	VS

**Commissioners**

Carrie Gilmore, Chair	CG
John Elliott, Deputy Chair	JE
Mark Chanter, Chair Designate	MC
Gerald Pitts	GP
Gary Tranter	GT
Ben Grigg	BG
Andrew Williams	AW

**Governance**

**1. Apologies**

Chris Freer	CF
Tristan Rowe	TR
Steve Taylor	ST

Absent without Apologies

Mat Spencer	MS
-------------	----

**2. Welcome and Introduction of New Members**

- CG provided an introduction to the meeting and round table introductions were completed.

### 3. Introduction by Chairs – Round Up of the Year

- NA & CG provided a review of the year.
- MC and CEO provided a projection for the new year.
- CG asked for any feedback or comments on anything Falmouth Harbour should be doing in the future.
- The timing of the stop announcement was unfortunate due to coinciding with the cost of living crisis. Lessons have been learned.
- Over the past couple of years the culture of the organisation has moved towards a customer focussed culture. This culture needs to become a habit. The journey has started but there is more to do.
- CG commented that it would be good to understand how Falmouth Harbour is perceived and the reasons why so we can reflect and identify areas for improvement. MC agreed and would like to focus on stakeholder engagement with the Consultative Committee (CC) on a more in depth basis.
- NA commented on the lack of understanding that exists with our customers so more clarity is required with better management of change processes. MC commented that change was well understood internally but some criticism is valid especially around communication.
- DO is disappointed with how Falmouth has been treated around freeports / investment zones. It would be good to see more work and strategic leadership around this, particularly in relation to the marine side of the town. Not sure community leadership of the board of commissioners is well enough known in the local community.
- CG agreed and advised that CEO is taking a strong lead on this along with the chair attending Place Shaping forums for Falmouth. We also need to ensure we are working collaboratively with others to generate trust.
- DN suggested that Falmouth Harbour is more proactive with its communications to enable stakeholders to advocate on our behalf.

**ACTION:** Review of Falmouth Harbour's relationships and collaborations in order to track progress made.

### 4. Discuss Programme of Work for 2023 and Good Governance Review

- This is an opportunity to discuss what we might do next year.
- The governance review of the Board will be undertaken during 2023 by members of the Consultative Committee (CC).
- The new Harbour Revision Order (HRO) is going to be a key part of the CC workload.
- Q1 - Good Governance Review
- Q2 - HRO
- Q3 - Marine Plan
- The above was agreed and CC asked to drive that timeline.
- The next step will be to decide who will help complete these pieces of work.

**ACTION:** NA to put a team of people together to complete the good governance review. The Board will also select people and arrange dates in February 2023 for two afternoons to complete the review. (Added to Matters Arising No 19).

**ACTION** NA to circulate the report and the Board's response from the previous good governance review to the board alongside the agreed action plan. (Added to Matters Arising No 19).

## 5. Any Other Business

- NA thanked GT for his support and wished him all the best for the future.
- NA also thanked CG for her support during her tenure as chair.
- MC is looking forward to working with the CC over the next year.
- Meeting closed at: 14:42

Meeting closed at 14:42.

## Dates of Next Meetings

Wed 25<sup>th</sup> Jan 2023

Tue 28<sup>th</sup> Mar 2023

Tue 27<sup>th</sup> Jun 2023

Wed 27<sup>th</sup> Sep 2023

All at 2pm

Fri 15<sup>th</sup> Dec 2023 – Joint meeting with Board starting at 1pm.