

FHC BOARD MEETING

PART 1

MINUTES

Friday 14th April 2023 10:00

National Maritime Museum Cornwall



**FALMOUTH
HARBOUR**

UK's Atlantic gateway.

Attendees:

Mark Chanter, Chair	MC
John Elliott, Deputy Chair	JE
Miles Carden, CEO	CEO
Adrian Davis	AD
Carrie Gilmore	CG
Ben Grigg	BG
Holly Manvell	HYM
Duncan Paul, Harbour Master	HM
Gerald Pitts	GP
Vicki Spooner	VS

Governance

1. Apologies

Andrew Williams	AW
Lesley Allen	LA

2. Declarations (Includes Declarations of Interest and Statutory Declarations)

- None.

3. Approval of Minutes from Previous Meeting on 3rd March 2023

- With some amendments the minutes from the previous meeting were tabled and approved.

4. Matters Arising

- CEO went through and updated the Matters Arising. The Board agreed that all Matters Arising were captured.

Reports

5. Reports by Exception in accordance with Standing Orders

a) CEO's Report

- Previously distributed for information.
- Andrew Charleston, Finance Manager, starts Monday 17th April and Miles Featherstone, Harbour Master Designate, starts early June.
- CEO and Commissioners thanked the maintenance team for the work involved in the winter mooring maintenance and strops project. The new strop system has seen significant efficiency savings.
- Open Skies 3rd claim has now been submitted so we are now up to date.
- FaBTest to be reviewed at the May meeting. A further claim against the grant is now due.
- We had a good positive meeting with TFG.
- Finance Director role is on hold while Andrew Charleston settles in as Finance Manager. The candidates are aware and have agreed for us to contact them at a later date.

- New seasonal staff and other key staff will attend customer conflict training arranged by Lou Midgely.
- Congratulations to Ifor Pedley who has been promoted to Deputy Harbour Master.

b) HM and Falmouth Pilot Services

- Previously distributed for information.
- HM reported that there was an incident involving a jet ski off Gyllyngvase beach but we have been unable to identify them. Once the HRO is effective we will be able to enforce a Harbour Direction for jet skis.
- A concern was raised about the Penryn moorings being too close to the channel. This has been investigated and the moorings were found to be acceptable.

ACTION: HM to bring a summary of the year to date casualty/fatality figures for next meeting.

c) Commercial Operations and Falmouth Haven

- Previously distributed for information.
- We have applied for listed building consent for using part of the repurposed grey building on North Quay to replace the Marina hut.

6. Environmental Report

a) Environment Update

- Previously distributed for information.
- VS is currently looking at sourcing more Advanced Mooring Systems (AMS). The costs of implementation may also be covered. There may also be opportunities for commercial sponsorship to cover costs.

7. Audit Reports

- HM reported that a review of our Integrated Management System (IMS) is underway as this was raised during the last Occupational Health and Safety Audit.

8. Finance Reports

a) Income & Expenditure

- Previously distributed for information.
- Continued good progress with commercial shipping which is ahead of budget. Weather has helped this.
- However, wet weather has meant revenue from the fuel barge is down.
- Changes to invoicing and debt control have meant better financial control.
- We are looking at using the commercial moorings for visitors where appropriate. The CEO, HYM and the Commercial Committee will be looking at strategy for these moorings which may include replacing the metal buoys.
- There are indirect benefits from the commercial moorings such as Harbour Dues and they are a significant asset for the port.
- Boat Park slipway is a great location for superyacht tenders to provision from. So this too will be reviewed further.

b) Bank Recs

- Previously distributed for information.

- c) **Reconciliation of Piloted Moves**
 - Previously distributed for information.

9. Stakeholder Engagement

a) Media Report

- Previously distributed for information.

b) Record Commissioners Stakeholder Activity

- CEO activity is detailed in his report.
- AD unofficially visited Shoreham Port. CEO reported that Shoreham are good friends to Falmouth Harbour and vice versa.
- MC attended the opening of the Pirate's Exhibition at the National Maritime Museum Cornwall.
- MC represented FH at the St Nazaire 81st Anniversary Service of Remembrance held on Sunday 2nd April 2023.

Project and Property Updates

10. Updates

- No updates in Part 1.

Decisions

11. Enforcement and Other Decisions

- None.

Other Matters

12. New Legislation Guidance / Consultations

- None.

13. Risks

a) Review of Red Risks (Strategic Risk 21)

- Previously distributed for information.
- There was one comment that this risk is about wreck recovery and insurance as opposed to reducing the risk of this situation arising.

Correspondence and Urgent Business

14. Correspondence

a) Letter from Falmouth Classics

- Previously distributed for information.
- FH have been very clear to the Falmouth Classics committee that they need to review their arrangements. FH will meet with the Classics committee again post event. We are now the principal partner which means we will be named on all their documentation and media posts.

15. Urgent Business tabled by Commissioners

- None.

16. Other Non-Urgent Business

a) Offshore Wind Discussion with Tim Pick Presentation Slides

- Document and link below previously distributed for information.
- [Independent report of the Offshore Wind Champion \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)
- Tim Pick, appointed as FLOW guru for one year.

b) Good Growth Presentation

- Previously distributed for information.
- CEO met with Cllr Louis Gardner, Cornwall Council's Cabinet Portfolio Holder for Economy, and discussed the shared prosperity fund. CEO has submitted an expression of interest which will be discussed at the next Commercial Committee meeting.

c) FLOW MIS BPA Note Discussion

- Previously distributed for information.

d) Port Regulation Map

[Mapping Port Regulation - British Ports Association](#)

- The Port Regulation Map shows how complicated the regulations are.

e) Falmouth Harbour Overview - Open Skies

- Previously distributed for information.
- CEO thanked Tom Redgrave who has done a lot of work on shipping that is passing us by. So this is something to develop.

f) MGN guidance on Safety of Powered Watercraft

[MGN 684 \(M\) Safety of powered watercraft - GOV.UK \(www.gov.uk\)](#)

17. Any Other Business

- None

Part One ended at 11:02.

Dates of 2023 Meetings

Friday 12th May 2023

Friday 30th June 2023 (moved from Fri 23rd Jun)

Friday 14th July 2023 – Strategy Day

Friday 8th September 2023

Friday 13th October 2023

Friday 17th November 2023 – Board and Budget Meeting

Friday 15th December 2022 (Joint Mtg with Consultative Committee)