

**CONSULTATIVE COMMITTEE MEETING
MINUTES
Tuesday 28th March 2023
14:00 National Maritime Museum Cornwall**



**FALMOUTH
HARBOUR**

UK's Atlantic gateway.

Attendees:

Neil Andrew, Chair	NA
Miles Carden, CEO	CEO
Don Garman	DG
Victoria Hobson	VH
Dave Nicoll	DN
David Owens	DO
Vicki Spooner	VS

Falmouth Harbour (FH) Staff

Holly Manvell	HYM
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Guest

Mark Chanter, Chair of Falmouth Harbour Commissioners	MC
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Governance

1. Apologies

Adrian Davis, Falmouth Harbour Commissioner	AD
Chris Freer	CF
Richard Jeffrey	RJ
Tristan Rowe	TR
Steve Taylor	ST

- NA welcomed MC who is sampling this meeting as Chair of Commissioners.

2. Declarations of Interest

- No declarations of interest.

3. Approval of Minutes of the Meetings held on 25th January 2023

- With one amendment the minutes from the previous meetings were tabled and approved.

4. Matters Arising

- The Matters Arising were discussed and updated with progress and actions.
- DG commented on pot marking referred to in the Board minutes dated 10th February. The Cruising Association are trying to get these pots better marked. DN said RNLI have had fewer issues this year. VH can feedback into Inshore Fisheries and Conservation Authority (IFCA).

5. Report of Stakeholder Engagements since 25th Jan 2023 (Standing Agenda Item)

- This is covered in the Board meeting minutes.
- CEO and VS have completed a round of talks to local sailing clubs including St Mawes, Flushing and Royal Cornwall Yacht Club before Christmas.
- The Committee agreed that as stakeholder engagement is recorded in the Board minutes it needs only to be reported here by exception.

6. FH Activity Schedule in 2023 (involving Consultative Committee)

a) Harbour Revision Order (HRO)

- No progress update as yet.
- Lara from Ashfords will present on the HRO at the June meeting.
- It may be early Autumn before the public consultation begins.
- CEO is not aware of any issues that the consultation may highlight.
- One issue may be how we define a 'vessel'.
- Areas referenced in previous HROs are being rationalised. Gerrans and Veryan Bay area will be retained as part of our harbour area.
- The details have been shared with a small number of stakeholders including A&P, Cornwall Harbours and the Consultative Committee.
- Rights and jurisdictions of A&P, Cornwall Council and Falmouth Harbour is something the general public don't understand and could be clarified in either the Q&A or signposted to a separate document.
- Powers of general direction, rather than the HRO, may be used to address certain situations.

ACTION: CEO asked the Consultative Committee for any questions they feel should be included in the HRO Q&A by the end of April. (Added to Matters Arising No 35)

b) Marine Master Plan

- There may be funding available from the Good Growth Plan.
- CEO discussed possible funding with Louis Gardner, Portfolio Holder for Economy, earlier today.
- CEO has had some good conversations with ST on future skills and they are working towards a long term collaboration between FH and Falmouth Marine School.

ACTION CEO and ST to present on their future skills proposals at the June meeting.

7. Strop Update

- Previously distributed for information.
- There are just over 600 swinging moorings and we are working through the waiting list for any vacant moorings. Vacant moorings will also be offered as visitor moorings.
- The rate of failure of private strops is 70%. They are failing for a variety of reasons including rust and missing mousing.
- Each strop is photographed and checked against a checklist put together with Mylor. This is fed back to the customer. Those who have failed the check then need to find alternative solutions with many of them choosing our premium chain solution. Others are not happy to change to a chain strop especially if they have used the same strop for a number of years. We communicate extensively that this process is to ensure safety across the whole harbour.

- The team have reported that most customers are happy with the process once it has been explained to them.
- We are actively working with these customers so they can be ready for the season.
- Although the main reason is safety, efficiency and cost effectiveness of the process have also been improved. Maintenance is 40% more efficient with 50 strops a day being processed.
- We have had zero winter mooring failures for the first time ever.
- Teams have been working well together on this process.
- Some previous failures have been due to the shackle rather than the strop. Most near misses are because of how the strop has been attached to the vessel.
- Insurance re private strop - some insurance companies state that the mooring should be professionally maintained. Everything that we provide we are taking responsibility for. Private strops remain the ultimate responsibility of the boat owner.
- There is a level of professional trust in the strops provided by Mylor who we have worked closely with on this project.
- As the strops are owned by FH this will encourage mooring customers to allow us to sublet their mooring if they are away.

8. Good Governance Audit

- The first meeting with Board members took place on 3rd March. DO, DN, RJ and NA from the Consultative Committee were involved. MC, CG and JE represented the Board of Commissioners.
- Gerald Pitts attended the first part of the first meeting so he could comment on recruitment.
- DO, DN, RJ and NA met several times throughout the process and decided to table questions in advance ahead of the 2nd meeting with the representatives from the Board and this worked well.
- The 4 Consultative Committee members will write the report led by NA.
- There were no real issues found although some areas have not improved since the previous audit although others have improved greatly.
- MC commented that the report will be discussed at a Board meeting where DO, DN, RJ and NA will be invited to attend. The board will respond to the points raised and this will be reported back to the Consultative Committee.
- DN commented that some areas where issues had been highlighted had already been identified by the Board.

9. Business Development (Standing Agenda Item)

- An intensive recruitment process over the last few months has resulted in successful recruitment of a new Finance Manager starting on 17th April. We have also recruited a Harbour Master Designate likely to start in mid-May. Both will be great additions to the team. We will issue a press release on LA's retirement and her replacement.
- We are ahead of budget for commercial shipping.
- The cruise season starts in 2 weeks with over 50 visits scheduled for this year.
- The pilot boat project is on track.
- We have a commercial letting for Engravers Cottage.
- We are waiting to hear news of a possible buyer for La Peniche.

- Work will start on the repurposing of the grey buildings on the Boat Park to include new Marina reception and Boat Park reception. Having a presence on the Boat Park will be critical.
- The Marina gate will be moved back to the top of the pontoon.
- FH teams are busy preparing for the many and varied events this summer.
- Cornwall Council bid for and were successful in securing Armed Forces Day to be held in Falmouth. Again this requires a lot of preparation.
- HYM will share the Events Calendar with the Consultative Committee.

10. **Hazman Incident List (Standing Agenda Item)**

- Previously distributed for information.
- There is a link on the website for the public to notify us of any incidents.
- The increase in incidents could be because we are getting better at recording them.

11. **Questions for the Board (Standing Agenda Item)**

- Questions were submitted in advance and the document with the responses has been distributed for information.
- One question asked about moorings and berths and how they contribute to finances of the harbour and further analysis of the waiting list.
- HYM previously distributed her document responding to these questions.
- HYM also distributed a comparison of prices across local marinas. DG commented that there are certain benefits offered by other marinas in the local area. MC commented that this is an indicative document and it is difficult to compare like for like.
- People may have been on the waiting list for a couple of years but we are working through this as moorings become available.
- HYM commented that FH will review the moorings offered to accommodate the most popular boat sizes.
- FH are also looking at post code analysis to see where our customers are from.
- Another question asked about developing a strategy that will improve consultation techniques. CEO commented that our openness may have encouraged public comment. There are other organisation in the harbour who remain silent so we tend to receive more comments.
- FH appreciate that there is always room to improve communications.
- The issue of communications also came up in the audit process. MC commented that FH is considering other projects that can be shared with the Consultative Committee.

12. **Any Other Business**

a) **Sustainability Newsletter - Sea wall tiles and intertidal reef blocks Information**

- Previously distributed for information.
- This was shared to highlight the projects at Church Street Car Park to prevent boats from populating that area. The walls here are not listed.
- FH will install inter tidal blocks and sea wall tiles designed to have niches for marine life to adhere to.
- The sea wall tiles are funded and will be installed in the next couple of months. A baseline ecological survey has been completed. VH commented that students from the university could be involved in surveying these tiles and blocks.

- The MMO licence is in place for the blocks but we may need planning permission. The blocks are a little controversial as they look like concrete washing machines. As marine life grows on the blocks this will improve the visual impact.
- VS has funding for additional Advanced Mooring Systems (AMS). VS asked for ideas where an AMS might be useful.

Meeting closed at 16:00

Dates of 2023 Meetings

Tue 27th Jun 2023

Wed 27th Sep 2023

All at 2pm

Fri 15th Dec 2023 – Joint meeting with Board starting at 1pm.