

FHC BOARD MEETING

PART 1 MINUTES

Friday 26th January 2024 09:30
Meeting Room Pod, Boat Park



FALMOUTH
HARBOUR

UK's Atlantic gateway.

Attendees:

Mark Chanter, Chair	MC
John Elliott, Deputy Chair	JE
Miles Carden, CEO	CEO
Natasha Collings-Costello	NCC
Adrian Davis	AD
Carrie Gilmore	CG
Gerald Pitts	GP
Andrew Williams	AW
Holly Manvell	HYM

Attended for Item 9

Vicki Spooner	VS
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Governance

1. Apologies

Miles Featherstone, Harbour Master Designate	MF
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2. Welcome New Commissioner - Natasha Collings-Costello

- MC welcomed NCC who read and signed the Falmouth Harbour Commissioners Declarations book.

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

- CEO has been nominated for election to the BPA Council.
- NCC is CEO of Cornwall Environmental Consultants (CEC) which has done some paid work for Falmouth Harbour (standing declaration)

4. Approval of Minutes from Previous Meeting on 15th December 2024

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

5. Matters Arising

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

ACTION: Church Street Car Park Pollution - response received from Cornwall Council. NCC to look at this with VS and CEO – CEO will forward report. (Added to Matters Arising Item 3).

6. Election of Chair & Vice Chair

- This will take place at the AGM in March.

7. Election of Sub-Committee Chairs

- This will take place at the AGM in March.

Reports

8. Reports by Exception in accordance with Standing Orders

a) CEO's Report

- No Part 1 items to discuss.

b) Commercial Operations and Falmouth Haven

- Staff now placed in key roles.
- Engravers - waiting on alcohol and music licenses to be approved. TC have approved.
- A firm of local marine engineers have taken one of the pods on the Boat Park.
- HYM looking at opportunities for remaining pod and meeting room.
- Mooring maintenance is ongoing.
- Marina – plans progressing to remove a couple finger pontoons to make berths a bit bigger, to accommodate beamier yachts.
- Open Skies Cornwall drone project ongoing and helps to publicise what we can offer at Falmouth Harbour.
- AW wanted the hard work from CEO and HYM to be noted.

c) HM and Falmouth Pilot Services

- Previously distributed for information.

9. Environmental Report

a) Sustainability - Board Update

- Previously distributed for information.
- VS attended at 10:00 for the Environmental Reports.

b) Sustainability Plan 2024

- Previously distributed for information.
- MC thanked VS and all involved for the amount of work that has gone into this document.
- This document is a review and refresh of the plan that has already been approved by the Board and it will feed into the organisation business plan in draft with the CEO.
- The intention is to publish this report publicly. The Board discussed how and what should be published and how to report progress quantitatively.
- The Board discussed how this document informs and links to the OGSP. A flowchart showing the connection to the OGSP, values and pillars will be looked at.
- All agreed to approve the document once changed with the suggestions made.

ACTION: VS will incorporate suggestions for final Board approval prior to publication.

c) HVO & Falmouth Harbour

- Previously distributed for information.
- CEO ran through the document and how it sits within the wider capital expenditure budget and a key part of the Sustainability Action Plan.
- After discussing the details of the report the Board approved the project.
- The project needs to be place by June for the arrival of the new pilot boat.
- There will be a PR plan in place for this project.

d) MMO Response to Docks EIA Scoping Document

- Previously distributed for information.

e) Falmouth Harbour Response to Seaweed Farm Gerrans Bay to MLA 2023 00370 and 00371

- Previously distributed for information.
- MMO did not give us prior notice of the application and we were not formally consulted. VS is dealing with why this happened.
- We will meet with the applicants before resubmission.
- We need to ensure Veryan and Gerrans Bay are represented on a potentially revised HUG.
- In part due to local objections the application has now been withdrawn but may be resubmitted.
- VS and CEO have asked to meet with the project organisers.

ACTION: CEO to contact BPA and local MP re failure of the MMO to inform us of the Seaweed Farm application.

f) Falmouth Harbour review of marine licence application documents for MLA 2023 00370 and 00371 (Seaweed Farm)

- Previously distributed for information.

g) Falmouth, Penryn and Truro Port Waste Management Plan 2024

- Previously distributed for information.
- The scope of this document is vessel generated waste.
- The plan is written by Falmouth Harbour in conjunction with Cornwall Council.
- VS left the meeting.

10. Audit Reports

- None.

11. Finance Reports

a) Reconciliation of Commercial Shipping & Piloted Moves

- Previously distributed for information.
- No other finance reports as end of year will be discussed at February meeting.
- CEO explained the details of the reports.

12. Stakeholder Engagement

a) Media Report

- Previously distributed for information.

b) Record Commissioners Stakeholder Activity

- JE and MC attended Open Skies presentation at the National Maritime Museum Cornwall held on 25/01/2024.

c) Future of Consultative Committee

- The Board agreed the Consultative Committee in its current form will be terminated following one final meeting.
- The new HUG will then be formed.
- If we do need a Consultative Committee one can be convened, however the ToR of the HUG does intend the group to be used to inform stakeholders of Harbour developments.

ACTION: MC will communicate with Neil re final meeting of Consultative Committee. AD and MC will attend.

ACTION: CEO to report on progress of HUG and which Commissioner will sit on the newly formed HUG.

Project and Property Updates

13. Updates

- No updates in Part 1.

Decisions

14. Enforcement and Other Decisions

- None for Part 1.

15. Harbour Masters Journal

- All approved for the journal to be signed.

16. New Policies

a) Integrated Management System Policy

- Annual sign off by Board approved.

ACTION: CEO to investigate accessibility of the IMS documents for Commissioners.

Other Matters

17. New Legislation Guidance / Consultations

a) [Call for Evidence Extending the ECA to all UK waters - GOV.UK](#)

- Link previously distributed for information.
- Emission Control Areas (ECAs) – this is not policy change just call for evidence at the moment.
- CEO recommended all Commissioners to read this document.

18. Risks

a) Review of Red Risks

- Previously distributed for information.

b) Review and Discussion of New Risks

- Previously distributed for information.
- A&R have looked at all new risks but they are significant enough to make the Board aware.
- Resilience Risk 20 - CEO explained how 'berths' are covered by current PMSC. We have a number of berths within our harbour area. We need reassurance that their safety management systems conform to PMSC and have written to one of them asking to review their safety management. This is a supportive exercise.
- Need to consider detailed management and safety of the Veryan and Gerrans Bay area of the Harbour.

Correspondence and Urgent Business

19. Correspondence

- None.

20. Urgent Business tabled by Commissioners

- None.

21. Other Non-Urgent Business

a) BPA Strategy 2024 - Policy and Engagement

- Previously distributed for information.

Part One ended at 11:07.

Dates of 2024 Meetings

Friday 23rd February 2024

Friday 22nd March 2024 AGM

Friday 19th April 2024

Friday 17th May 2024

Friday 5th July 2024

Friday 2nd August 2024 Strategy Day

Friday 20th September 2024

Friday 18th October 2024

Friday 15th November 2024 Budget

Friday 13th December 2024 Joint Meeting with Consultative Committee

Dates of Events

Thu 20th to Mon 24th June Sigma Championships

Fri 14th to Sun 16th June Falmouth Classics and International Sea Shanty Festival

Wed 3rd to Fri 5th July Seaward Squadron Rally

Thu 11th to Sun 14th July Moth National Championships

Mon 5th to Wed 7th August Sunbeam Centenary Celebration

Thu 8th to Sat 10th August Sunbeam Championships

Fri 9th to Sun 18th August Falmouth Week