

FHC BOARD MEETING - PART 1 MINUTES

Friday 5th November 2021
10.00 am at Flushing Sailing Club



**FALMOUTH
HARBOUR**

UK's Atlantic gateway.

Attendees:

Gary Tranter, Deputy Chair & Acting Chair for this meeting	GT
Carrie Gilmore, Chair (Joining remotely)	CG
Miles Carden, CEO	CEO
Lesley Allen	LA
Barry Buist, Falmouth Haven General Manager	BB
Mark Chanter	MC
Adrian Davis	AD
John Elliott	JE
Ben Grigg	BG
Duncan Paul, Harbour Master	HM
Vicki Spooner	VS
Andrew Williams	AW

Governance

1. Apologies

GT acting chair as CG attending virtually.

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

- Item 6 Rob Thompson is an ex-employee of AW's.
- BG attended a patron's event at Flushing Sailing Club.

3. Approval of Minutes from Previous Meeting on 1st October 2021

- 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.

b) HM and Falmouth Pilot Services

- Previously distributed for information.
- Following the Assistant Harbour Master interviews is there a 'mentoring' role that the commissioners could be part of. The commissioners have a wealth of knowledge that would help support new staff.

ACTION Suggestion of commissioners mentoring new staff to be added to November's Remuneration Meeting agenda.

- There have been three recent incidents of boats falling off trailers in the boat park. The staff have also expressed concern and it was an area picked up by the OHAS audit. There is now a 20ft limit on slipway bookings. The out of hours security is being reviewed. CEO and HM are aware and Haven team are looking at options to mitigate this.

c) Falmouth Haven

- Previously distributed for information.
- Lift out went well and positive feedback has been received.
- CEO thanked the Haven team for their hard work during the lift out and the Board asked for their thanks to be passed on to the Haven and Maintenance teams.

6. Environmental Report

- Previously distributed for information.
- In the Sustainability Newsletter we are actively promoting Finsulate. They have offered the product at cost to use on the Arwenack and Killigrew. If this is successful we can promote this.
- Finsulate is widely and successfully used in Europe.
- Position statement on Studland Bay Seagrass commended for approval.
- VS explained that the estuary officer at St Mawes is using section 106 funding to look at recreational impacts on the Special Area of Conservation (SAC) including Advanced Mooring Systems (AMS). We also applied for this funding and were not successful but we have secured TEVI funding instead for a trial in 2022.
- Seabin – suggestion of a whiteboard or similar on the quay so we can update Seabin findings.

a) Falmouth Harbour Sustainability Newsletter Nov 21

- Previously distributed for information.

b) Zero Emissions - Risk Register Addition Paper

- Previously distributed for information.
- Government zero carbon requirements rely on action on or successful collaboration with A&P. VS to discuss this further with A&P to try to understand their plans in relation to this.
- Suggestion of floating offshore wind turbine in the middle of the bay. VS explained that although some of the South West Marine Plan policies support initiatives like this there are also policies related to impacts on habitats, seascape etc would have to be considered. Floating solar also an option but presents similar problems.
- All suggestions should ally with our overall Environmental Plan. VS is currently working on this and will present at the January A&R meeting.

ACTION: Zero carbon risk to be discussed at the A&R January meeting.

7. Finance

a) Income and Expenditure Account

- Previously distributed for information.
- Expenditure on the Aberfal is double the budget because of various repairs. We have also purchased a spare hydraulic motor. Tim is working hard on setting realistic budgets for next year.
- Maintenance and direct costs also over budget. LA ran through the various costs.
- The Maintenance and direct costs is a 'catch all' for various expenditure. This will be reviewed at the Budget Meeting.

b) Cashflow Progress against Budget 2021

- Previously distributed for information.

8. Audit Reports

a) Occupational Health & Safety Audit Report

- Previously distributed for information.
- HM ran through the issues raised and the progress towards solving them.
- The A&R committee have reviewed the audit and have tasked the team to report back on progress at their July 2022 meeting.
- NQA audit will take place in in July 2022.
- Thank you to all the teams for the hard work as good progress has been made since the last audit.

b) Port Marine Safety Code Internal Audit Report

- Previously distributed for information.

Project Updates

9. Updates

a) FHC Harbour Strategy & Masterplan - Commission Note from Marina Projects Ltd

- Previously distributed for information.
- Early stages with Marina Projects scoping possible future projects. We have worked with Marina Projects over a number of years.
- Emphasis on early win projects for next 2 or 3 years but working towards longer term proposition.
- There is no payment due for this work and no commitment to Marina Projects.
- At the FSC patrons evening BG was asked about FHC's long term intentions. We need to engage with our stakeholders on the long term plan. We also need support from all stakeholders such as A&P and the sailing clubs.

Decisions

10. Enforcement Decisions

- None.

11. Other Decisions

- None.

Other Matters

12. New Legislation Guidance / Consultations

a) HM Gov Net Zero Strategy

- Link previously distributed for information.
- UK Shore is a newly created government department. Shore power may have significant implications for us.
- Maritime Funding Programme is mentioned in Net Zero document. We submitted a bid with Cornwall Ferries for Clean Maritime round one funding. We were unsuccessful in round 1. Round 2 not yet announced.

b) Net Zero Strategy MPA Comments

- Previously distributed for information.

13. Risks

a) Review of Red Risks

- Previously distributed for information.
- These are discussed at every A&R meetings.

Correspondence and Urgent Business

14. Correspondence (All previously distributed for information)

a) NMMC - Corporate Membership

- Previously distributed for information.
- The Board agreed that we should discuss further at the Budget meeting.

b) Remembrance Service Invitation 2021

- Previously distributed for information.

15. Urgent Business tabled by Commissioners

- None.

16. Other Non-Urgent Business

a) HMRC Freeports Overview

- Previously distributed for information.
- CEO has no further information from Cornwall Council.
- The Board agreed that currently FHC has no desire to pursue free port status, but CEO will continue to monitor the situation.

b) Freeports - Key Messages of the Joint Customs Consultative Committee Group

- Previously distributed for information.

c) BPA Dashboard September 2021

- Previously distributed for information.

d) Media Release Pump don't Dump - Powerboat & Rib Oct 2021

- Previously distributed for information.

Consultations

17. Cornwall's Transport Plan

- Link previously distributed for information.

18. Falmouth Harbour Commissioners Response to PWC Consultation

- Previously distributed for information.

Presentation

19. Data Analysis from Pilot Boat Monitoring System

- Tom Redgrave ran through his presentation on the data from the Marfle monitoring system on the Arrow.
- The data shows that the crews drive the boat responsibly at predominately slow speeds.
- The system allows to drill down to specific crews or jobs and will show how much fuel has been used on a job.
- Marfle supplied data before and after a hull clean. The results suggested that at higher speeds the boat was 20% more efficient on fuel after a hull clean.
- The crews are encouraged to use the Marfle data.
- Porthoustock is one of the least profitable jobs due to its distance from the port so we cannot discount our charges for them.
- We will compare fuel usage once Finsulate anti-foul has been used on the Arwenack and Killigrew. If we can use Marfle on Killigrew this may help determine fuel efficiency once Finsulate has been installed.
- Marfle initial cost was approximately £2000 with a monthly cost of £150.

Part One ended at 11.35 am.

Dates of Next Meetings:

Friday 3rd December 2021 (Joint Mtg with Consultative Committee)

Dates of 2022 Meetings

Friday 14th January 2022

Friday 18th February 2022 (Year End)

Friday 11th March 2022 (AGM)

Friday 8th April 2022

Friday 13th May 2022 (Q1)

Friday 24th June 2022

Friday 22nd July 2022 (Strategy Day)

Friday 2nd September 2022 (Q2)

Friday 21st October 2022

Friday 25th November 2022 (Q3 & Budget)

Friday 22nd December 2022 (Joint Mtg with Consultative Committee)