

FHC BOARD MEETING - PART 1 MINUTES

Friday 3rd December 2021
10.00 am at Flushing Sailing Club



**FALMOUTH
HARBOUR**

UK's Atlantic gateway.

Attendees:

Carrie Gilmore, Chair	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
Gary Tranter, Deputy Chair	GT
Andrew Williams	AW

Governance

1. Apologies

No apologies.

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

- No declarations.

3. Approval of Minutes from Previous Meeting on 5th November 2021

- With one amendment 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.

5. Election of Sub Committee Chairs

- Carried over to the January meeting when this is normally done.

Reports

6. Reports by Exception in accordance with Standing Orders

a) CEO's Report

- Tom Redgrave (TR) and CEO presented at the Cruise Britain Winter event on Wednesday 1st December. This was successful and TR and CEO will present a paper to the Board in 2022. Need to consider ways of keeping tendering to 20 minutes from ship to shore. Bay anchoring unlikely to work as the tendering is too far.

ACTION: TR and CEO to present their paper on cruise visits at the February Board Meeting.

- The new website was also launched on Wednesday 1st December. We have had positive feedback so far. Some content needs fine tuning.

ACTION: Once initial issues have been resolved we will email Commissioners in January for their comments on the new website.

- CEO and VS attending Sustainability Awards tonight.
- CEO to meet with the chair of the Enterprise Board before funding for FaBTest is released.

b) HM and Falmouth Pilot Services

- Previously distributed for information.
- Shipping movements doing well at the moment.
- Small number of applicants for the deckhand vacancy but these are good quality.
- One of the new finger pontoons broke away under extreme weather conditions.

ACTION: Harbour Revision Order to be discussed at the January meeting.

c) Falmouth Haven

- BB thanked all involved during the incident with the tender pontoon.
- The 15m extension to the breakwater made a positive difference during the adverse weather.
- Slipway improvements are ongoing.
- Harbour Assist – Pacsoft have been helpful in providing options for importing live data.
- Further work on T&Cs to be done.
- Mooring booking plan will be presented at the February Board.
- The November sales report shows we are 8% over budget not including fuel sales (17% over budget including fuel sales).

7. Environmental Report

- Previously distributed for information.
- Cornwall Habitat Bank – no consultants quoted for this work so the specification has been split into smaller parts, with the legal guidance being prioritised.
- VS emailed Mike Perier at the docks to ensure they were aware of the coming Government consultation re. shore power and to forward them the GHG emission calculator provided by the BPA. Mike was not aware of the shore power consultation. VS has received a quote of £15k for an air quality monitoring system which can test air quality and highlight any spikes. The Docks may partner us on this. Although we are currently not required to monitor air quality this may change especially with the introduction of the Environment Act. VS will monitor this situation.
- Highly Protected Marine Areas (HPMA) - The Bizzies HPMA proposal submitted by the Cornwall Wildlife Trust was unsuccessful. DEFRA will announce the 20 shortlisted sites next year and 6 will be taken forward as pilots after a consultation period.

8. Finance

a) Income and Expenditure Account

- Previously distributed for information.
- The Income and Expenditure is presented slightly differently to show all the income streams individually as well as combined.

b) Cashflow Progress against Budget 2021

- Previously distributed for information.

c) Banks Reconciliation

- Previously distributed for information.

Project Updates

9. Updates

- No updates as on hold pending resource.
- Sourcing support from local university or other partners is an option that we need to exploit.
- Will Martin has made an immediate impact with the quality of his work as Social Media and Marketing Assistant.

Decisions

10. Enforcement Decisions

- None.

11. Other Decisions

- None.

Other Matters

12. New Legislation Guidance / Consultations

- None.

13. Risks

a) Review of Red Risks

- Previously distributed for information.

Correspondence and Urgent Business

14. Correspondence (All previously distributed for information)

a) PMSC Compliant Ports List

- Previously distributed for information.
- Very few smaller marinas are compliant as this is not legislative. FHC may be able to support local marinas to become PMSC compliant.
- HM has alerted local marinas and businesses to the PMSC.

15. Urgent Business tabled by Commissioners

- None.

16. Other Non-Urgent Business

a) MarRI-UK Report on Smart Shipping

- Links to report previously distributed for information.
[MarRI-UK Publishes Report on Smart Shipping Technology](#)
[Consultancy Research into the UK Maritime Technology Sector](#)

b) Draft - Maritime UK SW Clean Maritime Roadmap

- Previously distributed for information.

c) Model Motion for an Ocean Recovery Declaration

- Previously distributed for information.
- Plymouth City Council have made this declaration.
- Cornwall Council may also have an appetite to make this declaration.

Part One ended at 11.25 am.

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 16th December 2022 (Joint Mtg with Consultative Committee) (this has changed from Thursday 22nd Dec)