



CONSULTATIVE COMMITTEE MEETING

1400 hrs on Monday 4 September 2017 in the
Training Room, Falmouth Harbour Office

Members:

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| Ian Munday | Chairman | IM |
| Neil Andrew | | NA |
| Andy Grant | | AG |
| Richard Jeffery | | RJ |
| Mat Spencer | | MS |
| Martin Bidmead | | MB |
| Anne Oliver | | AO |

In attendance:

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| Mark Sansom | Harbour Master | CEO |
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Governance

1. Apologies

Apologies were received from Tony Tomlinson.

The Chairman stated that he had received applications from Toby Budd and Don Garmin, who he hoped would be able to attend the next meeting.

As there were a number of new members, a round table introduction was undertaken.

The Chairman briefed the new members on the purpose and constitution of the Committee. He stated that further members could be recruited and someone with knowledge of the fishing industry would be a valuable addition.

2. Declarations of interest

The Chairman asked for declarations of interest. There were a number of instances where there was a crossover between business and customer interests between members and FHC, but none of these were judged to impede the fair consideration of the matters on the agenda.

3. Approval of minutes of the last meeting: 13 June 2017

The minutes of the last meeting were agreed as accurate.



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4. **Matters arising**

The Chairman went through matters arising and noted that they were all tabled for discussion at this meeting.

MB asked if he could have some hard copies of the fishing gear policy for distribution.

ACTION: CEO to provide MB with hard copies of the fishing gear policy.

Reports

5. **a) Minutes of Harbour Board Meetings: May June and July 2017**

IM asked for any questions on the minutes and they were duly discussed.

b) Draft Stakeholder Engagement Plan

The Chairman asked for comments on the draft plan. CEO explained the process model and particularly the involvement of the Consultative Committee in the process. MS commented that the process was auditable and asked to what extent it was planned to certificate it. It was explained that there was a programme of certification for the Integrated Management System where it could be demonstrated that it was beneficial. Strand 4 was discussed to establish what lessons had been learned from the application to install pontoons in CHQ basin. It was agreed that the Consultative Committee would be able to take a proactive role in delivering the Plan. The Committee had no suggested changes.

ACTION: Board to finalise Stakeholder Engagement Plan.

c) Draft Annual Report

The Committee agreed that the subject matter being reported was out of date and therefore of limited interest. They recommended that the Board review the objective of the report and consider reporting financial aspects earlier in the year. They felt that an update on the current year would be more useful at the Public Meeting.

NA noted that the Stakeholder Engagement Plan envisaged the presentation of future plans to be made in the Annual Report and that they were not included in this draft. It was agreed to take this point forward to the Board's review of the draft.

ACTION: Board to review objective and timings of Annual Report and to include future plans section in current draft.



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Project Updates

6. a) Port of Falmouth Development Initiative

It was reported that FHC are still in discussions with the MMO with regard to the appropriate assessment for the dredging.

b) New Commercial Moorings Installation

The plans of the recently installed Packet Mooring were discussed. NA pointed out that the racing rules used by clubs would have to be re-considered if the moorings were used in the head and stern configuration as currently racing was allowed within these moorings.

c) New Park and Launch option at Grove Place Boat Park

CEO reported that the Park and Launch option at the Boat Park had been introduced successfully with strong initial take up.

d) Future Projects

CEO advised that some changes to the use of the Boat Park were being contemplated. He also reported that consideration was being given to adding additional moorings within the existing mooring areas. NA requested that an updated plan of moorings was distributed to the sailing clubs. The Committee welcomed proposed improvements to access to the Harbour.

ACTION: CEO to distribute new plans of moorings to Yacht Clubs when finalised.

Consultations

7. a) Harbour Charges Review

The Committee agreed with the recommendation of the paper circulated that harbour dues should not be levied on leisure craft and recommended that the Board adopt this policy.

ACTION: Board recommended to agree conclusions of paper.

b) SWOT

The Consultative Committee undertook a SWOT analysis. The results of the analysis are to be reported to the Board in line with the Stakeholder Engagement Plan.

ACTION: Chair to report outcome of SWOT analysis at next meeting.



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THE REMAINDER OF THE AGENDA WAS DEFERRED UNTIL THE NEXT MEETING DUE TO TIME CONSTRAINTS.

9. Date of next meeting

Friday 8th December (Meeting with Harbour Board)

The meeting closed at 1540 hrs.