

All communication to be addressed to Clerk to the Commissioners

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31 August 2011

NEWLYN PIER & HARBOUR COMMISSIONERS

Meeting of the Board of Commissioners will be held as follows: -

DATE: WEDNES DAY 7 SEPTEMBER 2011
TIME: 9.00 A.M.
VENUE: NEWLYN CENTRE, NEWLYN

Elaine Baker
Commission Administrator

To:
Chairman Gilbert McCabe
Vice -Chairman:

Commission Members

Glenn Caplin
Mike Collier MBE
Nick Howell

Andrew Munson
Dave Stevens
Ray Tovey

Board Meeting 7 September 2011

7 SEPTEMBER 2011

AGENDA

PART 1

PART A: PUBLIC PARTICIPATION

A period of fifteen minutes has been set aside for members of the public to raise points in relation to the Agenda that they wish the Commissioners to consider. Points that are not relevant to the Agenda will be taken forward to the next Meeting of the Board.

PART B: MEETING OF THE COMMISSIONERS

1. Apologies for Absence

2. Declarations of Interests

All Commissioners are reminded to make any declarations of personal and / or prejudicial interests that they may have in relation to items on this Agenda.

3. Minutes

To receive the Minutes of the Part 1 and Part 2 Summary of the Board Meeting held 1 June 2011. (copy attached) (pages 1 - 4)

4. Executive Report

The Harbour Master will give a verbal report to the Board on Executive matters.

5. Exclusion of Press and Public

The Board is asked to consider passing the following resolution:-

That due to the confidential nature of the following item(s) to be considered, that the press and the public are excluded from meeting on the grounds that they involve the likely disclosure of information of a personal nature relating to an individual, the business and / or financial affairs of third parties and / or legal proceedings.

7 SEPTEMBER 2011

AGENDA

PART TWO

6. Minutes

To receive the Minutes the Extraordinary Board Meeting held on 31 May 2011 and Part 2 of the Board Meeting held on 1 June 2011 (copy attached for Commissioners only) (pages 5 - 11)

7. Board Meetings 31 May and 1 June 2011

The Board of Commissioners is asked to approve the following recommendation:-

“That the decisions taken at the Board meetings on 31 May and 1 June 2011 be rescinded.”

8. The Future Composition of the Board of Commissioners

The Board is asked to consider a report by the Chairman concerning the future composition of the Board of Commissioners, and to consider the recommendation contained therein with regard to the removal of two Commissioners from the Board. (Report to follow.)

9. Re-appointment of Commissioners

To consider the re-appointment of Commissioners whose initial terms of office expired on 30 May 2011 and 8 June 2011, under Article 8 of the Harbour Revision Order 2010. If re-appointed, according to article 8, the terms of office of the Commissioners would end on 30 May 2014, and will be effective from the date of appointment.

10. Acceptance of Office

Re-appointed Commissioners to sign the declaration of acceptance of office.

11. Election of Vice-Chairman

To elect a Vice-Chairman of the Board of Commissioners.

12. The Organisation & Structure of NPHC

(a) Review of the Role and Function of Commissioners

To review the role and function of Commissioners and to consider any training issues arising.

(b) Organisation and Structure

Introduction by the Chairman.

To consider the detail of the report by the HR Consultant on the organisation and structure of Newlyn Pier & Harbour Commissioners and to consider a recommendation in respect of the implementation of Option 3 (Interim) for a strengthened executive function.

13. Next Steps

Harbour Master to present an Executive report containing confidential information.

14. Date of Next Meeting

To note that the next meeting of the Board of Commissioners will take place at 9.00 a.m. on **Wednesday 5 October 2011, Newlyn Centre.**