

NEWLYN PIER AND HARBOUR COMMISSIONERS**MEETING OF THE ADVISORY BOARD HELD AT 5.00 P.M. ON WEDNESDAY 11 OCTOBER 2017 IN THE NEWLYN CENTRE, NEWLYN.**

In attendance: Father Keith Owen – Chairman, Community Leader (KO)
 Simon Cadman – IFCA (SC)
 Joe Clive – Merchants’ Sector (JC)
 Laurence Hartwell – Community Sector (LH)
 John Lambourn – Penzance Town Council (JL)
 Tom McClure – Under 10m Catching Sector (TMCC)

Also in attendance: Rob Parsons, Harbour Master (RP)
 Elaine Baker, Commission Administrator (EB)

AB.01	<p><u>RE-APPOINTMENT OF MEMBERS OF THE ADVISORY BOARD</u></p> <p><u>RESOLVED:</u> That the following members be re-appointed for a further three year term of office with immediate effect:-</p> <p>Keith Owen Joe Clive Laurence Hartwell Simon Cadman Tom McClure Paul Trebilcock</p>	EB
AB.02	<p><u>RE-APPOINTMENT OF CHAIR OF THE ADVISORY BOARD</u></p> <p><u>RESOLVED:</u> That Keith Owen is re-appointed Chair of the Advisory Board for a further three year term of office.</p> <p>It was further agreed not to appoint a Vice-Chair and that in the absence of the Chair at a meeting, a Chair would be appointed from amongst the members present for the meeting only.</p> <p>Members of the Board also discussed the need for additional members and RP and KO <u>AGREED</u> to give the matter further consideration and to report back to the next meeting.</p>	RP / KO
AB.03	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>An apology for absence was received from Paul Trebilcock, CFPO.</p>	
AB.04	<p><u>DECLARATIONS OF INTEREST</u></p> <p>None received.</p>	

AB.05	<p><u>MINUTES</u></p> <p><u>RESOLVED:</u> That the minutes of the meeting of the Advisory Board held on 7 December 2016 be approved as an accurate record and signed by the Chairman.</p>	EB
AB.06	<p><u>MATTER ARISING</u></p> <p>In relation to minute AB.11/16 (Timetable of Meetings in 2017), it was <u>AGREED</u> that in view of the commencement of the refurbishment of fish market and progress of other strategic projects it was important that the AB met on a regular basis to ensure that members were kept fully informed. It was further <u>AGREED</u> that the next meeting of the Board would be held at 4.00 p.m. on Wednesday 6 December 2017 and that a timetable of meetings in 2018 would be considered at that meeting.</p>	EB / RP
AB.07	<p><u>RESIGNATION OF MEMBER OF THE ADVISORY BOARD</u></p> <p>The Board noted the resignation of Len Smith from the AB following his recent retirement from Cornwall Council.</p>	
AB.08	<p><u>REPORT OF THE HARBOUR MASTER</u></p> <p>The Harbour Master presented his report to the AB on the progress of strategic and operational issues, including the refurbishment of the fish market since the last meeting.</p> <p>Accounts – The AB was advised that the accounts for the year ending 31 March 2017 had been audited, approved by the Board of Commissioners and signed on 6 September. This was a significant improvement on previous years and the number of issues within the Management Letter had significantly reduced which was very encouraging.</p> <p>Derelict Vessels – the Excellent had been broken up and removed from the harbour, with costs met from the harbour’s insurers. William Stevenson had been sold, passed its loadline exemption examination and was due to leave the harbour in the next month. Discussions on the removal of the Sara Shaun and other vessels on the North Pier were continuing. In view of the previous ownership problems, consideration was being given to the introduction of bonds for vessel owners. Discussions on this issue were being held with the South West Regional Ports with a view to Secretary of State representation. RP confirmed that mooring agreements were in place for all vessels within the harbour to minimise the risk.</p> <p>Dredging – The AB was advised that a 5 year Spoil Ground Licence had been granted and that dredging had commenced. The surveyed high spots had been removed in the harbour entrance and to the eastern side of the Mary Williams Pier. RP reported that the significant silting problem was located in the pontoon area.</p>	

<p>AB.08 cont.</p>	<p>Port Marine Safety Code – The external audit had been completed and the harbour had been deemed compliant. The MCA would be conducting a health check in November. Commissioner training was also in progress to ensure compliance. RP commented that safety issues were improving within the harbour and that new ladders had been installed to address one of the major safety concerns, together with new handrails which had been raised by the Health & Safety Executive.</p> <p>Regarding ENG 1217 Fish Market refurbishment, RP acknowledged that there needed to be improvements in consultation and communication regarding major projects. There was a new harbour Facebook page and an upgrade to the website was underway. The Board was advised that phase 1 of the project was underway with completion due in February; completion of the whole project was on target for September 2018. There had been some modification to the proposed scheme due to increased costs in the light of Brexit. Two uplifts in funding had been sought from EMFF but any additional costs would have to be met from the harbour’s finances. Solar panels would not now be installed and there had been a reduction in the granite facing to reduce costs. The Board of Commissioners at its next meeting in November would be asked to approve a contingency to offset any further increases in costs.</p> <p>RP reported that the grader had been moved to ensure that the market continued to operate during the works. The AB was advised that there had been some stakeholder concern at restricted access to the market but RP assured the AB that these would be kept to a minimum and that harbour user’s had been consulted. A stakeholder steering group had been established and was receiving weekly updates from the Project Manager: representatives on the group included Chairman of the Newlyn Fisherman’s Forum, hauliers and merchants and RP welcomed any members of the AB who wished to attend meetings.</p> <p>The AB was also advised of the proposal for a second auctioneer on the refurbished fish market, and phase 2 of the project, the introduction of an internet based clock auction. However, in view of the complexity of the issues surrounding the proposal, and potential impact on the existing auctioneer, the Board at its meeting in June 2017 had decided not to proceed with introduction of a clock auction, but to meet its statutory obligations, the delivery of the infrastructure on which the fish market operated and for the auctioneer to provide the service based on prescribed operating terms.</p> <p>A number of expressions of interest for the second auctioneer had been received but it was important to ensure the best option for the harbour in moving forward. One option that the Board had considered was the establishment of a Newlyn Trawler Agent, with strong governance and stakeholder representation. The AB acknowledged that current working practices were not ideal, and that whatever the future service model, it must be remembered that the fish market was there to support the fishing industry and that must be the first priority.</p>	
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<p>AB.08 cont.</p>	<p>RP commented on other selling platforms currently operating in the South West region, and the impact on revenue of lost fish sales to Plymouth due to the current situation.</p> <p>Following discussion of the issues raised, the AB outlined its support for the establishment of an arm's length company to act as a second auctioneer on the fish market. The AB proposed that this suggestion be put to the Board at its next meeting in November. RP acknowledged the complexity of the issue and stated this this was probably the biggest issue currently facing the Board of Commissioners.</p> <p>The AB also suggested the engagement of an independent consultant to assess the options for a second auctioneer which could make an independent recommendation to the Board on the way forward. RP confirmed that he would advise the Board of the AB's views, and that the Board was in the process of obtaining an independent opinion from Kelsall Steele. LH suggested Jan Gironde who had previous experience. RP noted the suggestion.</p> <p>RP outlined the timetable for the process and confirmed that it was hoped to issue a second auctioneers licence in Spring 2018. The existing auctioneers had been advised accordingly with a view to the introduction of new trading terms as part of improved quality control.</p> <p>RP confirmed that the suggestion would be put to the Board, and that to ensure transparency those companies /individuals who has expressed an interest in the second auctioneer would be asked to submit a full tender, which would be considered by the Board of Commissioners.</p> <p>RP confirmed that the AB would be advised of the Board's decision at its next meeting on 6 December 2017.</p> <p>The AB was also advised that project ENG1406 / 1407 (Sandy Cove) was at an early application stage. Stage 1 of the project was the delivery of engineering workshop; however, in view of other projects, such as the fish market, development of this project was not a priority for the Commissioners at this stage due to the large infrastructure investment that would be required.</p> <p>New HIAB at the end of the Mary Williams Pier and forklift were regarded as priority matters in support of an effective harbour operation.</p>	<p>RP</p> <p>RP</p> <p>RP</p>
<p>AB.09</p>	<p><u>Any Other Business</u></p> <p>TMcC commented on Brexit and impact of additional funding streams from Cornwall Council. RP confirmed that no additional funding was available through the local authority. EMFF / RDF Growth Deal 3 were the current funding streams; however, the harbour had achieved little success. The harbour was looking at other funding streams in support of its projects.</p>	

<p>AB.09 cont.</p>	<p>JL sought confirmation on the harbour’s milestone targets over the next six months for report back to the Town Council. RP confirmed that the major target over the period was delivery of the fish market refurbishment, second auctioneer’s licence and the Board and Advisory Board meetings.</p> <p>LH raised the issue of logging vessels departing the harbour in view of the recent loss of a vessel. RP agreed to look into the issue and to report back at the next meeting.</p>	<p>RP</p>
	<p>The meeting closed at 6.27 p.m.</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Chairman</p> <p>Date:</p>	