

## INAUGURAL MEETING BETWEEN THE NEWLYN PIER & HARBOUR COMMISSIONERS (NPHC) AND ADVISORY BODY

HELD ON 17 MARCH 2011 IN THE MISSION NEWLYN

### ATTENDEES

#### NPHC

Gilbert McCabe – Chairman  
Ray Tovey – Vice-Chairman  
Kevin Bennetts  
Nick Howell  
Dave Munday  
Andrew Munson  
Elizabeth Stevenson  
Juliet Taylor

#### Advisory Body

Fiona Thomas-Lambourn  
Rev Julyan Drew  
Paul Trebilcock  
Dr Sandra Rothwell  
Patrick Harkin / Marie Maguire  
Ruth Simpson  
Geoffrey O'Donoghue  
Joe Clive

Elaine Baker – Commission Administrator

### SUMMARY

Following the welcome and introductions, Gilbert McCabe commented that NPHC's long term aim was to make Newlyn Harbour the most successful port in the South West, offering the best services and facilities and market on which to sell fish. He outlined four important factors which influence the work of the Board:-

1. To meet the regulatory requirements of the Harbour Revision Order in a clear and transparent way for the benefit of the public and stakeholders;
2. To listen to advice from stakeholders and the community, to engage in effective communication in the development of strategic issues and the different sectors to provide information to NPHC as and when needed;
3. To put the harbour on a more stable financial footing, make improvements to harbour property and to make significant improvements in Newlyn, fish market and the harbour; and
4. To attract a larger number of boats to land at the port by improving services.

Set out below are the main points of discussion:

- General background to work of the new Board over the preceding nine months. Greater openness at Board meetings, improved engagement with stakeholder and the local community. Publication of information on website.
- It was **AGREED** that access to information for the Advisory Body would be made via Elaine Baker, Commission Administrator(email: elaine.baker.newlyn@btconnect.com)
- Draft terms of reference developed from the requirements contained in the Harbour Revision Order (HRO) – all Advisory Body members have received a copy.

- It was suggested that the Operational Plans could be used as base documents for the development of the Advisory Body's work programme, restrict to possible scrutiny of the longer term strategic issues of NPHC, community issues, wider stakeholder issues, the "bigger vision"
- NPHC's view was that the Advisory Body would undertake effective scrutiny function. Suggested frequency of meeting four times per year but for the body to determine. Need to challenge the thinking of the Board. It was **AGREED** that the body carry out a "critical friend" role.
- It was confirmed that NPHC was proposing additional investment for 2011 / 2012 as set out in Operational Plan to be ratified by the Board on 6 April.
- No plans to demolish / close fish market. NPHC under requirement to provide a fish market. NPHC currently considering options for the future of the market. Working Group to be established, consultation with the Advisory Body.
- It was **AGREED** that NPHC would cover the cost of providing meeting accommodation, administrative support etc.
- Advisory Body to determine mechanism for reporting back to NPHC. NPHC agenda will be amended to reflect role of the Advisory Body.
- It was also **AGREED** that a meeting could be arranged between the Advisory Body and the Chairs of Committee to provide background information / briefing on the current strategic / operational issues. **Chairs of Committee to suggest dates for meeting.**
- For the Advisory Body to determine what "tools" it requires to carry out its role effectively.
- It was **AGREED** that section would be made available to the Advisory Body on NPHC website e.g. Blog spot.
- Issue of confidentiality was discussed; communications with the press and it was **AGREED** that a copy of NPHC's Communications Policy be sent to all members of the body.
- Representation discussed, Under 10m sector, Newlyn Boat Owners Association to be reformed – possible representation, consideration for first meeting. Representation to be approved by the Board (see terms of reference).
- Items for first meeting: Election of Chair. Joe Clive has put his name forward for election. Adoption terms of reference, timetable of meetings, work programme etc., agree total number of representatives, consider issue of representation from VAN.
- The Advisory Body **AGREED** to meet on Wednesday evenings, commencing at 6.00 p.m. Meetings to be held in the Harbour Board Room (located above the Harbour Master's Office).
- **First meeting to be held on 13 April 2011.**