



**AT A MEETING OF THE POOLE HARBOUR COMMISSIONERS HELD AT THE HARBOUR OFFICE,
20 NEW QUAY ROAD, POOLE ON FRIDAY 30TH APRIL 2010 AT 9.30 A.M.**

PRESENT: Chairman – Mr Richard Lacey, Vice-Chairman – Mr Ian Davies,
Chief Executive – Mr Jim Stewart, Mr Peter Burt, Mr Charles Cunningham,
Mr David Greenslade, Mr Graham Hildred, Mr Michael Mitchell, Mr Alec
Monk, Mr Graham Sutton, & Mrs Sarah Welton.

IN ATTENDANCE: Mr Gary Cox - Dickinson Manser, Harbour Master, Harbour
Engineer.

1. APOLOGIES

1.1 Apologies were received from Brian Thomas.

2. DECLARATION OF INTEREST

2.1 There were no declarations of interest.

3. MINUTES

3.1 The minutes of the Board Meeting held on the 26th March 2010 were approved.

4. MATTERS ARISING

4.1.1 There were no matters arising from the minutes of the last meeting.

4.1.2 The Chairman advised that that a Board vacancy has arisen since Clive Lane's departure. After discussion with the Chief Executive, Graham Hildred, Chief Accountant, has been asked to become a Commissioner. Mr Hildred signed and noted the Declaration as required by the Harbour Revision Order 2001. The Chairman confirmed that Mr Hildred's term of office would finish on the 31st October 2012.

5. CHIEF EXECUTIVE'S MONTHLY UPDATE

5.1.1 Restructuring

The Chief Executive advised that a number of final redundancy meetings had taken place during the month. He further advised that the restructuring process is now complete. He further reported that the Transport fleet has been transferred out at no extra cost to PHC. The Chief Executive advised that he has heard from Unite's legal advisors who have now approved the new agreement which it was envisaged would be signed off in early May. He further advised that the management structure was working well, and the morale was good with a very positive start to the new structure.

5.1.2 Brittany Ferries/Condor

The Chief Executive reported that together with the Chairman he had attended meetings with representatives from Condor and Brittany Ferries. He further reported that there were no operational problems to report and they were wholly in agreement with the restructuring decisions made. The Chief Executive confirmed that they had opened up discussions as to how to re-configure the Port Estate. The Chief Executive advised that welcome news had been received from Brittany Ferries who have confirmed future Monday sailings from Poole. He advised that this should increase the revenue going forward.

5.1.3 Poole Borough Council

The Chief Executive advised that representatives from the Borough of Poole had visited Cherbourg and met with Brittany Ferries during the month. He further advised that he had held discussions with Ron Parker, Councillor, prior to the visit to Cherbourg. The Chief Executive advised that he would be meeting with an employee of the Borough of Poole next month who had accompanied Councillor Parker on the visit.

5.1.4 Port Facility Security Committee

The Chief Executive advised that he attended a Port Facility Security Meeting during the month. He further advised that representatives from TRANSEC had also attended the meeting. The Chief Executive reported that it had been a very useful meeting where representatives from Brittany Ferries and Condor had also attended. He further reported that a security exercise would be undertaken later in the year as part of the ISPS Code.

5.1.5 IFW Multimodal 2010 Conference

The Chief Executive reported on the IFW Multimodal 2010 Conference which he had attended in Birmingham. He advised that a number of Ports had attended. He further reported that this was the first time that Poole had attended the conference and PHC would consider hosting a stand in 2011. The Chief Executive advised that he had attended with Consultants from Marine South East. He further advised that the conference had given him an opportunity to talk to representatives from a number of transport companies and to make them aware of what Poole has to offer. The Chief Executive advised that PHC are currently involved in an extensive transport survey as part of the Proposse Project.

5.1.6 Poole Harbour Steering Group

The Chief Executive reported that he had chaired the Poole Harbour Steering Group Meeting during the month. He further reported that discussions had included updating the Aquatic Management Plan. The Chief Executive advised that several statutory bodies attended such as Natural England, Environment Agency, Dorset County Council, Purbeck District Council, Wessex Water, Borough of Poole and the Southern Sea Fisheries District.

The Chief Executive advised that the group had discussed the European Marine Site Risk Review and a Watercraft Activity Survey. He further advised that the methodology for the survey was yet to be finalised. The Chief Executive advised that the Harbour Master had updated the Committee on the Eelgrass beds and reports had been received from Steering Group Members.

5.1.7 Multi Area Agreement

The Chief Executive advised that he had chaired the MAA meeting during the month. The Chairman advised that the MAA was a very important forum for establishing better road links to Poole.

6. MONTHLY REPORTS

6.1 Monthly reports were presented by the Chief Executive and Chief Accountant.

6.1.1 The Chief Executive presented the statistics and reports to the Board for March. He advised that it had been a positive month with timber imports above budget and 4,000 tonnes of stone imports. The Chief Executive reported that Brittany Ferries volumes were below budget as a result of the loss of the 'Barfleur'.

6.1.2 The Chief Executive reported that April was looking positive for conventional traffic, and it had been a good start to the month for Condor with additional passenger figures due to the volcanic ash disruption. The Chief Executive advised that he had held discussions with the Department for Transport during the month to verify that Poole had the capacity during this time. He further advised that ultimately this was down to the ferry companies. The Chief Executive advised that it had not been a good month for Channel Seaways but this was looking positive for April. He further advised that clay cargoes were improving with 14,000 tonnes for export in April.

6.1.3 The Harbour Engineer advised that he had a meeting during the month with the Environment Agency regarding having the proper licence facilities for woodchip in place at the Port. He advised that the consents process would take ten to twelve weeks.

6.1.4 The Chief Accountant reported on the finances for March 2010. After discussion it was agreed that the two pages relating to port volumes should be incorporated into one page.

7. HARBOUR COMMITTEE

7.1 A verbal report was presented by the Chief Executive.

7.1.1 The Chief Executive reported that a meeting of the Harbour Committee had taken place on the 28th April 2010.

7.1.2 The Chief Executive reported that the Harbour Master had put a very comprehensive report together regarding a review of his department. He further reported that the report had covered a number of issues including Port Marine Safety Code Compliance and role of the Duty Holder.

The Chief Executive advised that the report had also covered comparisons of the old and new structure going forward, 24 hour operations and Harbour Master's vessels. He further advised that the report covered dredging operations, Holes Bay dredge work and Holes Bay moorings relocation. The Chief Executive reported that outsourcing and further savings were also an item covered in the report.

7.1.3 The report had covered the initiative covered by Serco Denholm in 2006. The Harbour Master had explained the new structure for HM staff, with his staff split into two teams working seven days per week. The Chief Executive advised that it was the intention for the Harbour Master to bring a paper back to the board on the Designation of VTS. He further advised that discussions had included looking at the structure of Harbour Control with the possibility of reducing staff from five to four. The Chief Executive advised that the Harbour Master's vessels and maintaining costs had been examined in detail.

7.1.4 The Chief Executive advised that discussions had included a proposed craft replacement programme and the costs involved. The Chief Executive reported on discussions which had included using volunteers for patrols, dredging operations and the Sediment Management Plan going forward. He further advised that a meeting had been held with Gary Cox during the month regarding outsourcing and the EU Procurement Rules.

7.1.5 The Chief Executive further advised that a number of additional questions had been raised and it had been agreed that a working committee would be set up consisting of the Chairman, Chief Executive, Vice-Chairman, Chief Accountant, Harbour Master and Engineering Manager. The Vice-Chairman requested that the Harbour Engineer be invited to attend that committee to discuss dredging requirements.

The Chief Executive advised that the Harbour Master had produced a very detailed report which could be reviewed every two years. The Chairman advised that it was important that the Chief Accountant should re-look at the figures before the matter was discussed again by the Board.

7.2 **IT WAS RESOLVED** that the Harbour Committee's recommendations be approved.

8. **POOLE QUAY BOAT HAVEN**

8.1 A verbal report was presented by the Chief Executive.

8.1.1 The Chief Executive had tabled a 2010/2011 budget paper for the Commissioners.

8.1.2 The Chief Executive advised that even though the weather had not been good, it had been a very positive year, with a record profit of £104,000. He further reported that there had been an impromptu meeting of the Directors of the PQBH after the Harbour Committee when it was agreed that the budget was not challenging enough and it had been decided to increase the budget to show a net profit of £80,000.

8.1.3 The Chief Executive advised that the Directors had looked at ways of increasing revenue. He further advised that the existing Boat Haven was limited to the number of berths and the restrictions of the 106 Agreement. The Chief Executive advised that John Binder, Haven Manger, had performed well. The Chairman requested that Graham Hildred produce a paper outlining the history of the Haven and the costs involved.

9. **DICKINSON MANSER**

9.1 This report was presented by Gary Cox.

9.2 **IT WAS RESOLVED** that this report be received and approved.

10. **GOVERNANCE PAPERS & SUGGESTED AMENDMENT TO PARA 6 OF THE GOVERNANCE HANDBOOK**

10.1. This report was presented by Gary Cox.

10.2 **IT WAS RESOLVED** that this report be received and approved.

11. **EAST DORSET SAILING CLUB**

11.1 This report was presented by Gary Cox

11.2 **IT WAS RESOLVED** that Gary Cox's recommendations be received and approved.

12. **HARBOUR MASTER'S REPORT/MONTHLY MARINE SAFETY REPORT**

12.1 This report was presented by the Harbour Master.

12.2 **IT WAS RESOLVED** that this report be received and approved.

13. **MONTHLY SAFETY REPORT**

13.1 This report was presented by the Chief Executive.

13.2 **IT WAS RESOLVED** that this report be received and approved.

14. **ANY OTHER BUSINESS**

14.1 Alec Monk requested sight of the King Sturge Valuation Report. The Chief Executive advised that this had yet to be finalised but a final copy would be sent out in due course.

- 14.2** Sarah Welton advised that it had been difficult to finalise dates for a meeting with Natural England. She advised that dates had now been given of the 22nd June and 6th and 7th July 2010. Sarah Welton advised that she would gain confirmation from Natural England and revert to Annie Willats in due course.
- 14.3** David Greenslade asked what would be happening with the PHC website following the recent restructuring. Annie Willats confirmed that this was being dealt with and a meeting was due to take place next month.
- 14.5** The Chairman advised that a last item would be added to the May agenda for a 'Blue Skies' session. He advised that a facilitator would not be present and this could be carried out during a working lunch.

The meeting concluded at 12.45 p.m.