



AT A MEETING OF THE POOLE HARBOUR COMMISSIONERS HELD AT the Harbour Office, 20 New Quay Road, Poole on FRIDAY 30th October 2009 At 9.30 a.m.

PRESENT: Chairman – Mr Richard Lacey, Chief Executive – Mr Jim Stewart, Mr Peter Burt, Mr Charles Cunningham, Mr Ian Davies, Mr David Greenslade, Mr Clive Lane, Mr Michael Mitchell, Mr James Sherborne, Mr Graham Sutton & Mrs Sarah Welton.

IN ATTENDANCE: Mr Gary Cox - Dickinson Manser, Harbour Master, Harbour Engineer, Chief Accountant, Mr Alec Monk & Mr Brian Thomas

1. APOLOGIES

1.1 Apologies were received from Mrs Judy Butt.

2. DECLARATION OF INTEREST

2.1 Charles Cunningham declared an interest in Agenda Item No. 11

3. MINUTES

3.1 The minutes of the Board Meeting held on the 25th September 2009 were approved.

4. MATTERS ARISING

4.1.1 The Chairman welcomed Alec Monk and Brian Thomas to the meeting. He confirmed that they would be attending in a shadow capacity and their terms of office would commence on the 1st November 2009. The Chairman advised that it is with regret that the October Board Meeting would be James Sherborne's final meeting as a Commissioner. He advised that Mrs Nadine Sherborne would be joining the Commissioners for lunch.

5. CHAIRMAN & VICE-CHAIRMAN ELECTION

5.1.1 Gary Cox explained the election process to the board. He confirmed that there were no proxy votes. James Sherborne acted as temporary Chairman and confirmed that Richard Lacey was elected as Chairman of the Board for a one year term. Richard Lacey then reassumed the chair for the meeting. Two candidates had put their names forward for Vice-Chairman; Ian Davies and Peter Burt. After a secret ballot Ian Davies was elected as Vice-Chairman of the Board for a one year term. These appointments are due to be ratified at the AGM in November.

6. CHIEF EXECUTIVE'S MONTHLY UPDATE

6.1.1 Brittany Ferries

The Chief Executive advised that a meeting had been held with representatives from Brittany Ferries during the month. He confirmed that it was likely to be a challenging year for the Ro/Ro sector in 2010. He confirmed that together with the Port Manager he would be visiting Cherbourg next month.



6.1.2 Condor Ferries

The Chief Executive reported that a meeting had been held with representatives from Condor Ferries during the month. He confirmed that although Condor had experienced a good year in terms of volumes, it was also likely to be a challenging year for the Company during 2010.

6.1.3 Local MPs

The Chief Executive advised that a meeting had been held with Robert Syms MP during the month when Mr Syms had introduced the new Euro MP Julie Girling. The Chief Executive confirmed that Mr Syms had a keen interest in the Port and a good understanding of Poole Harbour and the Ports' industry. The Chief Executive advised that together with the Chairman he had met with Oliver Letwin MP at a dinner during the month.

6.1.4 Shipping Minister

The Chief Executive confirmed that the Shipping and Ports Minister Paul Clark had visited Poole on the 15th October 2009. The Chairman, Graham Sutton, David Greenslade, Harbour Master and Harbour Engineer had been in attendance. He further confirmed that they had taken the Minister on the pilot boat 'Vanguard' to show him the port and harbour from the water. The Chief Executive confirmed that this had been a very useful visit.

6.1.5 Port Marine Safety Code

The Chief Executive advised that together with the Harbour Master he had attended the launch of the refreshed Port Marine Safety Code in London. The Harbour Master confirmed that all Commissioners had already received a two page summary but new Commissioners would receive a copy of the new full Code which is to be read and signed for accordingly.

6.1.6 Ernst & Young

The Chief Executive advised that Ernst & Young have almost completed their report which will be sent to all Commissioners in early November. He requested that all Commissioners keep the date of 19th November 2009 clear in their diaries as E & Y would be presenting their report to the Board in Poole. The Chairman reiterated that no decision would be made in November and advised that a decision would probably have to be made by February 2010.

6.1.7 Chevron

The Chief Executive updated new Commissioners on Chevron. He advised that a meeting was due to be held in November. The Chief Executive confirmed that a case brought against Chevron by the Environment Agency had just recently resulted in Chevron being fined after diesel escaped from its terminal on the Port Estate.



6.1.8 Alcohol and Drug Testing

The Chief Executive confirmed that the management team had experienced alcohol and drug testing during the month. He further confirmed that random testing would be carried out for all employees going forward.

6.1.9 Poole Harbour Steering Group

The Chief Executive advised that he had chaired a meeting of the Poole Harbour Steering Group during the month. He confirmed that representatives from Natural England, Environment Agency, Purbeck District Council and Dorset County Council had also attended. The Chief Executive reported that items for discussion had included eelgrass beds, Aquatic Management Plan, Shoreline Management Plan and Long Island.

6.1.10 Port Facility Security Committee

The Chief Executive reported that he had chaired a meeting of the Port Facility Security Committee during the month. Topics had included the Cyclamen Project. He confirmed that bright yellow structures were now visible in the port to detect radio active material. The Chief Executive advised that an MCA exercise 'blocked gate' would take place on the 29th November 2009 to simulate an explosion in the engine room of the Chain Ferry at the Harbour Entrance. The Harbour Master advised that PHC tug and patrol boats would be involved. The Chief Executive confirmed that this would not affect sailings of the 'Barfleur'.

6.1.11 Tenants Liaison Meeting

The Chief Executive advised that he had chaired a meeting of the Tenants Liaison Meeting during the month. He reported that an exercise with BP would be undertaken in November.

7. MONTHLY REPORTS

7.1 Monthly reports were presented by the Port Manager and Chief Accountant.

7.1.1 The Port Manager presented his statistics and reports to the board for September.

7.1.2 The Chairman advised that the Chief Executive would be preparing a six month review and realistic projections for the Board in due course.

7.1.3 The Chief Accountant reported on the finances for September 2009. After discussion it was agreed that Charles Cunningham and Alec Monk to meet with the Chief Accountant and Chief Executive to discuss changes to the front sheet of the monthly accounts which would improve understanding of financial projections for the board.

8. BPA CONFERENCE

- 8.1 A verbal report was presented by the Chief Executive.
- 8.1.1 The Chief Executive reported that the BPA Annual Conference was held in Scarborough. He confirmed that he had attended together with the Chairman, Harbour Master, Port Manager and Harbour Engineer. Ian Davies had also attended in his capacity as a member of the Fishing Ports Working Group. The Chief Executive confirmed that a wide range of topics were discussed. He advised that Consultants had stated that the UK Ports Industry was facing difficult times and that it might be 2016/17 before volumes returned to 2007 levels.
- 8.1.2 The Chief Executive advised that he had chaired a session on the second day of the Conference, which had included a presentation on websites. He further advised that he had agreed to show the PHC website which had been given a positive appraisal and useful feedback which PHC will look at incorporating in the future.
- 8.1.3 The Chairman confirmed that it had been a very useful conference. He further added that the MAIB presentation was very good and requested that the Harbour Master include this at the December Board Meeting.
- 8.1.4 The Chief Executive also reported on a further Ports Conference that he had attended with the Chairman. He further reported that the Conference had included presentations by shipping analysts and port specialists. The Chief Executive confirmed that the containers sector has seen catastrophic falls with little prospect of any new UK container terminals being built in the near future.
- 8.2 **IT WAS RESOLVED** that this report be received and approved.

9. SHORELINE MANAGEMENT PLAN

- 9.1 This report was presented by the Harbour Engineer.
- 9.2 **IT WAS RESOLVED** that this report be received and approved.

10. variation to a covenant at 9-11 salter road

- 10.1 This report was presented by the Harbour Engineer
- 10.2 **IT WAS RESOLVED** that the Harbour Engineer's recommendations to grant a Variation to the Covenant at 9-11 Salter Road be approved.

11. LICENCE FOR SLIPWAY AT 5 LAGOON ROAD

- 11.1 This report was presented by the Harbour Engineer
- 11.2 **IT WAS RESOLVED** that the Harbour Engineer's recommendations to grant and subsequently seal a Licence for a slipway at 5 Lagoon Road be approved.

12. LICENCE FOR SLIPWAY 326 SANDBANKS ROAD

12.1 This report was presented by the Harbour Engineer

12.2 **IT WAS RESOLVED** that the Harbour Engineer's recommendations to grant and subsequently seal a Licence for a slipway at 326 Sandbanks Road be approved.

13. DICKINSON MANSER

13.1 This report was presented by Gary Cox.

13.1.1 Gary Cox reported that a meeting was held with PHC Officers during the month to discuss the HRO. He updated the new Commissioners on progress so far.

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

14. harbour master's report/monthly marine safety report

14.1 This report was presented by the Harbour Master.

14.1.1 The Harbour Master reported that a PHC Deckhand had crushed his little finger while dredging in Holes Bay. This was non-reportable under RIDDOR.

14.1.2 The Harbour Master reported that he had attended the UK Harbour Master's Association Seminar during the month.

14.1.3 The Harbour Master reported on an incident that had occurred with the cargo vessel 'Petersburg' manoeuvring off Ballast Quay. He confirmed that contact had been made with the entrance pile to Poole Quay Boat Haven. The Harbour Master advised that this had occurred due to a failed fuel line and that the Pilot had reacted quickly to prevent a more serious incident. The MCA and MAIB had been informed.

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

15. MONTHLY SAFETY REPORT

15.1 This report was presented by the Chief Executive.

15.1.1 David Greenslade raised his concerns regarding hired equipment. It was agreed that the issue needed to be treated seriously and the Port Manager advised that all hired equipment is risk assessed by the Safety Manager.

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

16. STAKEHOLDER RECEPTION

16.1 A verbal report was presented by the Chairman



16.1.1 The Chairman reported that following feedback from Peter Burt, the Stakeholder Reception had been held on the 30th September. He further reported that this had been a very successful evening with positive comments and feedback. The Chairman advised that there had been some confusion that this reception was replacing the Open Evening. He further advised that it was envisaged that this should be an annual event but to hold it next year in June to August.

17. ANY OTHER BUSINESS

17.1 The Chairman reminded Commissioners that the Annual Open Evening would be on the 26th November 2009. He further reminded the Board that Ernst and Young would be presenting to the Board on the 19th November 2009.

17.2 Sarah Welton confirmed that she had attended a memorial service at Milton Abbey in memory of Helen Brotherton.

17.3 The Chairman read out a letter from Judy Butt who was unable to attend her last Board Meeting. Judy thanked the Chairman and asked him to thank the Board for an amazing three years. Judy confirmed that she had benefited greatly from the experience and will use her new skills to continue to benefit the Poole community.

The meeting concluded at 12.15 p.m.