

**COMMISSIONERS' MEETING**  
**HELD ON 12 APRIL 2017**

A meeting of the Newport Harbour Commissioners was held at the offices of ABP, Alexandra Docks, Newport, on Wednesday, 12<sup>th</sup> Day of April 2017, at 10:00am.

**PRESENT**

Mr J.C Neale (in the Chair)  
Messrs S.P Davison, G Jug, W.L Mitchell, A.R Speight and Captain R.M McDonald.

**APOLOGIES**

An apology for non-attendance was received from Councillor J.A Guy.

**IN ATTENDANCE**

Captain R Lewis (Deputy Harbour Master) was in attendance.

**MINUTES**

3343. It was resolved on a motion by Captain R.M McDonald, seconded by Mr A.R Speight, that the minutes of the last meeting of the Commissioners, which took place on 8 March 2017, (a copy of which had been sent to every Commissioner), be taken as read, received and adopted.

**DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS**

3344. Mr W.L Mitchell declared an interest in Agenda item 3345(c) by virtue of his membership of the Board of Monmouthshire, Brecon & Abergavenny Canals Trust. Mr J.C Neale declared an interest in Agenda item 3282 in relation to the proposed new M4.

**HARBOUR MASTER'S REPORT as prepared by ABP**

3345. The Harbour Master's Report, as prepared by ABP, is attached.

The following further matters were noted:

**a) Bird Port**

A meeting with Bird Port was still awaited to discuss pilotage and safety issues. This meeting had been requested again as a matter of urgency. Redacted. It was agreed unanimously that, should a meeting not be arranged in good order, the new parameters for working parameters will be adopted without further recourse. In the interim, the documents would be used and a copy of the Risk Assessment/ SOP would be sent to Bird Port for comment. The documents, together with any comments from Bird Port, would be tabled for approval/ consideration at the next Board meeting.

**b) Pilotage**

The meeting discussed the issues concerning the pilotage provision in the River Usk and South Wales generally. The Deputy Harbour Master expanded upon the current proposals which include:

(1) The implementation of a Pilot Apprentice Scheme which will yield three trainee pilots for the South Wales area. This was particularly important when one considers that three pilots will be retiring in the next 12/18 months.

(2) Allowing the pilots currently employed in South West Wales to also work in the rest of South Wales. Tata (Port Talbot) now has fewer vessels (though fuller) which should allow these pilots to work further afield.

These plans should alleviate any future issues when the service is stretched.

Mr G Jug referred to the vessel traffic figures that showed a marked increase in throughput in Newport. The Deputy Harbour Master replied that the figures were constant when South Wales is

taken as a whole and that, given the realistic expectations of the berth owners, the total pilots available should be in a position to offer a good service.

The pilotage service offered to Bird Port was also discussed at some length. Given the complexity of the operation, and the need often for several pilots on one tide, the requirement for forward planning and dialogue was considered vital to be able to plan for the dock's requirements.

**c) Liberty Steel**

*Mr W.L Mitchell declared an interest and took no part in the discussion (see above).*

It was agreed that the Chairman and Harbour Master would review the safety systems at work documentation supplied by Liberty together with the photographic information given. A meeting with Liberty would be arranged to discuss the findings.

## **MATTERS ARISING FROM BOARD MINUTES**

### **Minute 3164 NHC/ ABP Service Level Agreement**

The Deputy Harbour Master noted that the ABP Legal Department would be able to consider this matter in detail in July once the M4 enquiry was complete. In the meantime, it was agreed that a first draft SLA would be given to Commissioners for comment.

### **Minute 3282 Proposed new M4 Motorway**

*Mr J. C Neale declared an interest (see above)*

The Public Enquiry into the proposed route for the new M4 continued and it was unlikely that matters relating to the Port and Harbour of Newport would be discussed until June. When the enquiry is complete, a report to the Welsh Government will be produced as will a separate briefing to the British Government considering the impact of the road on Newport Docks.

The Commissioners accepted the recommendation of the Deputy Harbour Master that the proposals put forward by ABP for a route distinct from the black route were desirable.

It was agreed to maintain a watching brief and to decide whether Captain R.M McDonald should attend the enquiry on behalf of the Commissioners in due course.

### **Minute 3237 Port Marine Safety Code**

The proposed amendments to the NHC website, produced by the Chairman to implement the new PMSC, were tabled and agreed unanimously.

The Chairman urged all Commissioners to read the PMSC and guidance notes.

## **JOINT COMMITTEE ON CHANNEL DREDGING**

3346. The Chairman referred to the Joint Committee meeting that had taken place immediately before this meeting. The Channel remained in a good condition and one dredging campaign had taken place in January.

## **MONTHLY ACCOUNTS**

3347. The accounts for the current month were examined. It was agreed unanimously that the attached accounts amounting to £75,638.67 be paid. It was agreed that the annual donation of £400 to RSPB should remain unchanged but be reviewed in April 2018.

## **INCOME AND EXPENDITURE**

3348. The statement of the Commissioner's revenue was examined. They disclosed monthly bills of £21,053.49 compared to the budget of £18,000.00. Expenditure for the month totalled £63,300.37 compared to the budgeted figure £63,300

It was noted that the Chairman's remuneration had remained unchanged since 2003. It was agreed that the Secretary would prepare a paper on this matter for consideration at the next Board meeting.

### **INVESTMENTS**

3349. It was confirmed that the amounts at present invested were as follows:

|                                |            |
|--------------------------------|------------|
| Monmouthshire Building Society | £75,490.52 |
| Nat West                       | £3,878.83  |
| Santander                      | £25,179.45 |

### **CASH FLOW OUTTURN – ACTUAL TO FORECAST – Q4**

3350. The cash flow outturn for the 12 month period ended 31 March 2017 was examined. All questions raised thereon were answered satisfactorily.

### **ANY OTHER BUSINESS**

#### **HARBOUR REVISION ORDER 2003**

3351. It was agreed that the Harbour Revision Order 2003 should be reviewed to ensure that it remains fit for purpose.

#### **WEBSITE**

3352. Mr A.R Speight noted that the Finance Plan drop box on the Website did not open. The Secretary agreed to ensure that this was remedied. It was also noted that old minutes remained on the Website and should be archived.

#### **BOSKALIS**

3353. It was noted that Boskalis Dredging may require information concerning the River Usk, and may approach NHC for this.

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_