

COMMISSIONERS' MEETING
HELD ON 8 NOVEMBER 2017

A meeting of the Newport Harbour Commissioners was held at the offices of ABP, Alexandra Docks, Newport, on Wednesday, 8th Day of November 2017, at 09:35am.

PRESENT

Mr J.C Neale (in the Chair)

Messrs S.P Davison, M.C James, G Jug, A.R Speight, R Steed, Captain R.M McDonald and Councillor J.A Guy.

APOLOGY

Mr E.J Watts has apologised for non-attendance.

IN ATTENDANCE

Captain R Lewis was in attendance.

WELCOME

The Chairman welcome Mr M.C James and Mr R Steed to their first meeting as Commissioners.

MINUTES

3404. It was resolved on a motion by Mr G Jug, seconded by Mr S.P Davison, that the minutes of the last meeting of the Commissioners, which took place on 11 October 2017, (a copy of which had been sent to every Commissioner), be taken as read, received and adopted..

DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS

3405. Mr J.C Neale declared an interest in Agenda item 3282 in relation to the proposed new M4. Mr S.P Davison declared an interest in the Agenda item 3392 relating to the celebration of the anniversary of the Newport Wetlands. Mr R Steed declared an interest in Agenda Item 3406 (c) relating to Liberty Steel Newport Limited.

HARBOUR MASTER'S REPORT as prepared by ABP

3406. The Harbour Master's Report, as prepared by ABP, is attached.

The following further matters were noted:

a) New Leading Lights/ Trinity House Inspection

Trinity House had completed their inspection and several recommendations/ observations made were being considered. TH had noted several shore lights were not lit. These lights are based upon private land/ moorings. The Harbour Master will ascertain whether the lights are still required and, if so, attempt to identify the owners of the land upon which they are situate with a view to asking them to repair/ replace the non-functional lights.

The problems relating to the Leading Lights at St. Julians Pill had been rectified bar for the replacement of a junction box (AMP are undertaking this work).

b) East Usk Lighthouse

The Harbour Master suggested that the Commissioners consider replacing the 2-part sector light currently utilised at the East Usk Lighthouse with a Leading Light. Captain R.M McDonald and the Harbour Master explained the differences between the two types of light. Due to the issues raised by TH (reported to the Board last month) there may be considerable expenditure required to bring the sector light up to specification and so it may be opportune to consider modernising the equipment. The Chairman reported that he had discussed the matter with some pilots who agreed that a Leading Light may be preferable.

It was agreed that the Harbour Master would ask Trinity House for quotations:

- To replace the current lighting arrangements with a Leading Light
- To repair the current Sector Light to modern standards

Captain R.M McDonald noted that a variable intensity light may also be an option. Mr S.P Davison stated that any amendment to current arrangements may need Planning Permission/ Marine Licences etc.

c) Liberty Steel

Mr R Steed declared an interest and took no part in the discussion (see above)

The parameters currently in place at Liberty Steel detailing the vessels which can operate at the berth are being reviewed by the Chairman and the Harbour Master. Information from UKD is awaited and should be available shortly. A layerage report had been received relating to the NAABSA berth. This further information would be utilised during the review. All reported allowances remain unchanged

d) Buoy Maintenance

The buoy maintenance programme was completed in October. All buoys were found to be well-found and correctly positioned. Work to replace the bushes on the Bell Buoy is in hand.

e) Bird Port

The Commissioners continued to await confirmation of a further meeting with Bird Port to discuss operational matters relating to vessel berthing, towage and other pilotage-related issues. It was understood that Global Maritime was assisting Bird Port with these matters.

f) Pilotage

A new trainee pilot had been appointed and two ABP apprentice pilots had also received familiarisation training on the local area. In response to a question from Councillor J.A Guy, the Harbour Master noted that apprentice pilots were typically taken at "A" Level standard. At completion of training the apprentice would hold an HND in Nautical Science.

Captain R.M McDonald noted that several vessels had entered the River without a pilot. The Harbour Master explained that a 40m LOA vessel had traversed the area on several occasions and had not needed a pilot.

g) Workshop

The Harbour Master reported on a workshop on Welsh Port's contribution to a Sustainable Wales that he had attended. The future responsibilities of the Welsh Government over marine matters were discussed and the Harbour Master explained the Commissioner's position.

h) Designated Person

The Chairman noted it was now agreed that Mr W Heaps would continue as Designated Person. The price and number of hours had been renegotiated to bring them into line with payments made previously.

i) Grounding

The Harbour Master confirmed that a grounding had taken place in October. The vessel was grounded for 10 minutes and there was no pollution/ injuries. A report to MAIB had been made. He agreed to furnish the Commissioners with a copy of the MARNIS reports relating to the grounding.

MATTERS ARISING FROM BOARD MINUTES

Minute 3164 NHC/ ABP Service Level Agreement

The Chairman updated the Board and explained the history of this matter. He had written to Mr M Kennerley (ABP Director, South Wales) to make progress.

Minute 3282 Proposed new M4 Motorway

Mr J. C Neale declared an interest and took no part in the discussion (see above)

The timetable was unamended since the last meeting - marine issues are planned to be discussed in December.

Minute 3374(c) Responsibilities of the Commissioners/ Draft Port Good Governance Guide

A detailed response to the Draft Port Good Governance Guide had been remitted by the Commissioners. Once a further draft has been produced the Commissioners will consider what further action is required. It is important that the responsibilities of the Commissioners are clear in the guide and that there is no responsibility for land activities where they have no influence over proceedings. The Chairman referred to a Memorandum of Understanding produced by MCA/ HSE which explains clearly levels of responsibilities. It is considered that the Commissioner's responsibilities align more closely to those set out by MCA. (In summary, those areas within the responsibility of the Master of a vessel).

Hot Work and Bunkering was discussed. It was considered that the Commissioners had responsibility to give permission (or not) for the work to take place but not for the work itself. This would also be revisited when the Port Good Governance Guide was updated.

Minute 3392 – Wetlands 10th Anniversary

Mr S.P Davison declared an interest and took no part in the discussion (see above).

A meeting with RSPB will take place later this month to discuss how/ if the Commissioners would be involved given that the wetland anniversary coincides with the 125th Anniversary of the East Usk Lighthouse.

Minute 3398 Report of Designated Person

The Harbour Master confirmed that the marine issues raised by the Designated Person had now been considered and closed out.

MONTHLY ACCOUNTS

3407. The accounts for the current month were examined. It was agreed unanimously that the attached accounts amounting to £18,799.37 be paid. It was noted that the cost of the vessel used for the training day had been reduced by £300 plus VAT. It was also noted that ABP had increased the cost of Harbour Master and VTS by 3.9%. It was agreed to ask ABP for the rationale for this increase. Finally, the level of debts over 90 days old was noted with concern.

INCOME AND EXPENDITURE

3408. The statement of the Commissioner's revenue was examined. They disclosed monthly bills of £22,476.76 compared to the budget of £18,000.00. Expenditure for the month totalled £15,845.62 compared to the budgeted figure £4,525 and £154,793.05 for the year to date compared to a budget of £158,305.00.

INVESTMENTS

3409. It was confirmed that the amounts at present invested were as follows:

Monmouthshire Building Society	£76,047.08
Nat West	£18,879.02
Santander	£25,000.00

It was agreed to transfer a sum of £20,000 from the current account to the Nat West savings account.

ANY OTHER BUSINESS

BPA Course in London

3410. Mr A.R Speight and Mr R Steed had attended a BPA course in London for non-marine professional Trustees. It was agreed that they would produce a summary of key matters raised.

Chairman: _____

Date: _____