

WORKINGTON HARBOUR MANAGEMENT COMMITTEE

Minutes of a Meeting of the Workington Harbour Management Committee held on Wednesday, 30 October 2019 at 10.00 am at Port of Workington

PRESENT

Mr K Little (Chair)

County Councillors

Mr A Bowness
Mr J Holliday
Mr A Markley
Mrs C Tibble

Allerdale Borough Councillors

Mr M Johnson

Officers in Attendance:-

Mrs L Davis	-	Democratic Services Officer
Mr J W Lihou	-	Port Manager
Ms A Jones	-	Acting Executive Director - Economy and Infrastructure
Mr A Seekings	-	Corporate Director, Allerdale Borough Council

PART 1 – ITEMS CONSIDERED IN THE PRESENCE OF THE PUBLIC AND PRESS

23 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr M Jenkinson and Mr S Stoddart.

24 EXCLUSION OF PRESS AND PUBLIC

RESOLVED, that the press and public be excluded from the meeting during consideration of agenda item 11 – Port Manager's report on the grounds that it contains exempt information as defined under paragraph 3 of Part 1 of schedule 12A of the Local Government Act 1972 relating to the financial or business affairs of any particular person including the authority holding that information.

25 DISCLOSURES OF INTEREST

Mr M Johnson declared an interest as a Managing Director of A J Johnson.

26 MINUTES

RESOLVED, that the minutes of the Workington Harbour Management Committee held on 18 July 2019 were confirmed as a correct record and signed by the Chair.

27 MEMBERSHIP

There were no changes in membership to note.

28 ACTION PLAN

Members received the recommendations and action plan for Workington Harbour Management Committee from the Port Manager.

It was noted that a review of governance arrangements in line with the DfTs published Ports Good Guidance had been undertaken and an officer from Allerdale Borough Council had been invited to attend future meetings of the Committee. The Chair welcomed Mr A Seeking, Corporate Director, from Allerdale Borough Council to the meeting.

Members were advised that an informal session for stakeholders, customers and local businesses had been arranged to gauge interest in the establishment of a Port User group to generate ideas for renewed investment, growth and promotion of the Port. It was hoped that, if established, representatives from the Group be recruited as co-opted members of the Committee who could provide valuable skills and experience in support of the management of the Port for a limited specified time.

The Acting Executive Director – Economy and Infrastructure informed members that work had commenced on the development of a forward looking Business Plan for the Port and input from the Committee, the LEP and stakeholders would feed into this. The importance of involving the local community was highlighted.

The Port Manager advised members that arrangements were being made to hold PMSC awareness training sessions for the Duty Holder and Workington Harbour Management members in December.

RESOLVED, that

- (1) the action plan be noted;
- (2) the Acting Executive Director – Economy and Infrastructure continue to develop a draft Port of Workington Business Plan;
- (3) once completed, the draft Business Plan be circulated to Allerdale Borough Council for comment and a workshop for members be arranged.

29 ACCOUNTS AND PERFORMANCE INDICATORS

The Port Manager updated members on the latest Revenue and Expenditure for the quarter ending 30 September 2019. The Committee were advised that the operating target was slightly below expectation, £857,747, the operating expenditure was £741,214 and the trading surplus £116,533. Members noted that the earmarked reserves would need be used for the purchasing of handling equipment and on infrastructure surveys necessary as part of the investment programme.

Members discussed the volatility in trading, the potential future use of the Port's facilities and utilisation of the land in and around the Port. It was noted that both the proposed Business Plan and long term investment programme was crucial for the Port's strategic development.

RESOLVED, that the report be noted.

30 DATE AND TIME OF NEXT MEETING

The next meeting of the Committee will be held on 31 January 2020 at 10.00 am at the Port of Workington.

31 PORT MANAGER'S REPORT

A report by the Port Manager informed the Committee of the general commercial activities that were on going and anticipated. There had been a number of enquiries and quotation requests from various parties.

Port Health and Safety

An appraisal of health and safety at the Port was given to members. The minutes of the Port's Health and Safety Committee were appended to the report.

Port Marine Safety Code (PMSC)

The Port Manager advised members that the Port's Marine Safety Management System (MSMS) had undergone an external audit and the executive summary was appended to the report.

Port Recruitment

The Port Manager informed members that staffing levels were managed based on levels of port activity. In discussion, members suggested the utilisation of apprentices at the Port. This was agreed.

Investment Programme

The Port's capital investment requirements were currently being reviewed by the Council.

The discussion focussed on the necessity for long term plans for the Port. The difficulties of the rail infrastructure and the impact that had was discussed. A summary of the Cumbria LEP's Ports Growth Strategy would be circulated to members.

RESOLVED, that the report be noted.

The meeting ended at 11.10 am