



LYMINGTON HARBOUR

Minutes of the meeting of Commissioners held on Monday 11th July 2022 at 2.00pm in the Royal Lymington Yacht Club.

Present: Alison Towler (AT) (Chair), Jane Challener (JC), Philip Naylor (PN), Paul Harrison (PH), John Morrow (JM), Darren Longley (DL), Robert Willows (RWil), Chris Lisher (CL), Mike Bowles (MB), Tim Harford (TH)

Officers present: Ryan Willegers (RW) (Harbour Master & Chief Executive), Sarah Maynard (Administration Officer).

In Attendance: Rupert Wagstaff (RWag) LHAG, Tom Godfrey (TG) & James Mclean (JM) (Land & Water Earth Change)

1. APOLOGIES FOR ABSENCE

1.1 Tim Harford

2. DECLARATION OF INTERESTS

2.1 There were no new declarations of interest.

3. MINUTES OF LAST MEETING (9th MAY 2022)

3.1 The minutes were agreed and signed by AT.

4. MATTERS ARISING FROM MINUTES OF 9th MAY 2022

4.1 Agenda Item 7.3 Marketing & Communications Officer (MCO) Training – The MCO has provided a report to the Chair of the Business Development Group on her progress towards completing the online Diploma on Social Media Strategy for Business.

5. COMMISSIONERS

5.1 No business.

6. LYMINGTON HARBOUR ADVISORY GROUP

6.1 RWag indicated LHAG met on the 11th May with the primary objective of considering the draft Harbour Development Plan. The minute of that meeting is circulated and has been published on the website. RWag indicated that LHAG thought the Harbour Development Plan was a thorough document and that LHAG were supporting of the objectives and proposed development projects. However, in respect of the project to improve and widen the Bath Road slipway, LHAG felt that LHC should try and bring forward the present timescale of 7 to 10 years to within 5 years.

7. OFFICERS REPORT

7.1 Operations Manager - Commissioners noted the operations report. No questions arose.

Treasurer - Commissioners noted the Treasurer's report on casual income performance. RW commented that while up on 2019 pre Covid numbers, visiting boat stays had moderated towards being a more 'normal' year, with numbers falling on last year's post lockdown record levels. A combination of

Covid advice changing in relation to working from home, international holidays being back on the agenda and the current cost of living crisis are all believed to be factors placing a downward pressure on visitor numbers when compared with last year, although still well up on pre Covid levels. On the positive side higher yields influenced by price increases and an increase in the boat size mix had offset the reduction in volumes. Feedback from other harbours indicates a similar trend and RWag reported it was a similar picture nationwide.

CL asked if the visiting boat numbers can be included in the Operations or Treasurer reports as it was helpful to complement the revenue reporting. Although a visitor number breakdown was included in the yield report (considered In Committee), RW will ask the Treasurer to also incorporate into the casual income report. **Action: RW/FM**

7.2 Marketing & Communications Officer (MCO) - Commissioners noted the report on Marketing & Communications activity.

Commissioners commended the work of the MCO to put together a syllabus for local primary school children to learn about the harbour and for hosting the first visit. AT indicated a need to take stock and review the workload/time requirement involved so LHC does not 'overcommit'. RW felt that now a template had been developed, the work involved for future visits should be lower. RW thought probably 1 to 2 visits a year was realistic but would discuss with the MCO. PH highlighted a need for the number of visits to also be achievable with supporting partners, such as the RNLI. **Action: RW/MCO**

8. SAFETY & PORT MARINE SAFETY CODE (PMSC)

8.1 Safety Review – Commissioners noted the minutes of the officer safety review meeting for the four-month period January to April. AT noted that three 'minor' injuries to staff while conducting duties had not been properly recorded or reported. RW indicated that due to the nature of the injuries involved (2 x back pain / 1 x swollen knee), officers did not regard them as reportable at the time. Also, some six days later one staff member had 3 days off work due to sciatica. There was no way of telling if this was related to the earlier instance of back pain. RW indicated that as the minute of the meeting showed, he had reinforced the requirement to report.

8.2 Oil Spill Response Plan Notification & Boom Deployment Exercise – RW reported that as part of the statutory requirements for the MCA's continued certification of the joint LHC/Wightlink oil spill response plan, on the 29th June, LHC undertook a notification exercise (to check all emergency contacts remain valid) together with a boom deployment.

8.3 Re-appointment of Designated Person (DP) – The current contract for the provision of DP services expires in October. RW referred to the ABPmer renewal proposal and his report indicating why both he and the Chair of the safety committee were recommending reappointment. RW proposed that to take advantage of the price fix, LHC renew for a further three year term.

Proposed: RW Seconded: CL Vote: All in Favour

9. HARBOUR DEVELOPMENT PLAN

9.1 The 12 week consultation on the draft Harbour Development Plan concluded on the 26th June 2022. Commissioner will now take time to consider the responses before deciding whether any elements of the plan need to change before finalising. LHC will then consult with LHAG before publishing in final form.

9.2 RWag asked for an indication of the support ratings from individuals for the proposed projects. RW indicated there were 66 responses from individuals with support ratings for the main new projects as follows:

Project	Support	Unsure	Against
Fortuna Walk Ashore	66.7%	15.1%	18.2%
Bath Road Slipway	84.4%	10.9%	4.7%
Dan Bran Waterlocked Area'	75%	18.8%	6.2%

10. AOB

10.1 There was no other business.

11. DATE OF NEXT MEETING

11.1 Monday 12th September 2022 @ 14:00 hours.