

## Minutes of the meeting of Commissioners held on Monday 12<sup>th</sup> July 2021 at 2.00pm in the Lymington Town Sailing Club

**Present:** Alison Towler (AT) (Acting Chair), Jane Challener (JC), Bob Mitchell (BM), Chris Lisher (CL), Andrew Richards (AR), John Morrow (JM), Philip Naylor (PN), Paul Harrison (PH) attended by Phone as self isolating for Covid.

**Officers present:** Ryan Willegers (RW) (Harbour Master & Chief Executive), Frances Moores (Treasurer), Sarah Maynard (Administration Assistant)

**In Attendance:** Rupert Wagstaff (RWag) (LHAG)

### 1. APOLOGIES FOR ABSENCE

Tim Harford (TH), Mike Bowles (MB)

### 2. DECLARATION OF INTERESTS

2.1 There were no declarations of interests.

### 3. MINUTES OF LAST MEETING (10<sup>th</sup> May 2021)

3.1 The minutes were agreed and signed by AT.

### 4. MATTERS ARISING FROM MINUTES OF 15<sup>th</sup> March 2021

4.1 Agenda Item 8.2 (Marine Safety Management Plan) - The agreed changes to the Marine Safety Management Plan and Safety Management System were made and the approved (v15) document has been uploaded to the website.

### 5. LYMINGTON HARBOUR ADVISORY GROUP

5.1 Membership - Barry Smith has been appointed as Wightlink's new representative with effect from 09<sup>th</sup> June 2021 for a 3 year term. Don Mackenzie has been reappointed as the Lymington Society Representative with effect from 04<sup>th</sup> July 2021 for a 3 year term. Rob Thompson's term as the representative for commercial boat owners expired on the 15<sup>th</sup> April 2021. He is eligible to serve a further term and I am awaiting confirmation in this regard. **Action: RW**

Meeting – RWag reported that he would schedule a meeting from LHAG in September, after LHC's next Board meeting.

### 6. OFFICERS REPORT

6.1 Operations Manager – The Operations Managers Report was noted. In relation to the unreported collision with the Cross Boom navigation post, CL asked if a prosecution was going to be taken forward under the General Directions. RW advised that he had concluded that a prosecution was not in the public interest on this occasion, as the owner of the yacht involved had claimed he had not realised the post had been damaged when he left the scene. He was also apologetic for not reporting and had accepted liability for covering the cost of replacement. Under the circumstances RW had issue a final written warning.

- 6.2 Treasurers Report – The Treasurer’s casual income report was noted. RW highlighted the strong performance of visitor income from visitors using the Town Quay visitor berths in May and June when compared with the pre-covid 2019-20 numbers. The extra visiting boats would bring a significant benefit to local businesses.

PH noted that in June two boats made up 43% of the Town Quay buoy income and asked for more details. RW indicated that the buoys were only available on a first come first served basis and the two boats were likely to be from persons who wanted a prolonged stay using the 7 night special offer, possibly because of the general shortage of berths along the south coast this winter. As previously reported, LHC had taken steps to restrict stay lengths on bookable walk ashore berths for bookings made after April in order to ensure that they were available for genuine overnight visitor stays that helped boost tourism in the town.

- 6.3 Marketing & Communications Report – The Marketing & Communications Officer’s report for quarter 2 was noted.

From the Google analytics report, AR noted how highly the eat-and-drink section of the LHC website was used by visitors.

## 7. SAFETY & PORT MARINE SAFETY CODE (PMSC)

- 7.1 Safety Review – The minutes of the safety review meeting for the four-month period January to April were considered.

RW drew attention to the implementation status of the body worn cameras. AT noted their value to mitigating antisocial behaviour by persons in contact with staff and for evidencing breaches of General Directions on the river and asked that their introduction be implemented ASAP. RW committed to introduce by the end of the month. **Action: RW**

RW also drew attention to two incidents involving ferries where the performance of RLymYC safety boat crews pointed to a lack of training on the importance of situational awareness and the need to identify potential risk situations developing much earlier so that appropriate and timely interventions can be made. LHC patrol officers had also reported that they had intervened in the past to prevent potential incidents from developing, where it was apparent that safety boats were out of position and not responding. RW had already discussed with the RLymYC Rear Commodore Sailing as part of his investigation of incidents and reported his intention to meet with RLymYC, LTSC and Wightlink to discuss and agree actions to improve the training for safety boat crews beyond the standard RYA courses. AT highlighted the importance of follow up to ensure that any agreed actions were subsequently carried out. RW indicated that this would be part of the standard procedural process for closing out issues. **Action: RW**

CL noted that number of reported safety incidents for the four months to the end of April (13) had increased and asked if this was due to better reporting. RW did not believe that the increase was due to a change in reporting protocols, rather there was a small increase over an historically low incident level. RW indicated that there was no trend to the incident types, some were up and some were down.

## 8. AOB

- 8.1 There was no other business in the public session.

## 9. DATE OF NEXT MEETING

- 9.1 The next meeting will be on Monday 20<sup>th</sup> September 2021.  
End