

GREAT YARMOUTH PORT COMPANY LIMITED

Community & Marine Liaison Committee

Minutes of Meeting held on Monday, 5th October 2015
Conference Room, EastPort UK House

Acting Chair: Bruce Coupland, General Manager, Great Yarmouth Port Company Ltd (GM)

Present: Richard Musgrove, Harbour Master, Great Yarmouth Port Company Ltd (HM)
Martin Andrews, Perenco
Tony Wright, Gardline
Adrian Vernon, Broads Authority (BA)
David Broad, Cruising Association (CA)

Secretary to the Committee: Cheryl Hughes, Great Yarmouth Port Company Ltd

Apologies: Eliza O'Toole, Great Yarmouth Port Company Ltd (Chair)
Richard Card, Norfolk & Suffolk Boating Association
Jonathan Childs, Norfolk County Council
Paul Smith, Peterson SBS

The GM conveyed the Chair's apologies and undertook the role of Acting Chair.

The GM formally introduced Richard Musgrove as the Port's new Harbour Master and welcomed him to the Meeting

1. **Minutes & Matters Arising from Previous Meeting**

The Minutes of the meeting of 5th May 2015 were agreed and signed by the Acting Chair and Secretary.

Matters Arising - Review of Facilities in the Port for Leisure Craft

At the last meeting, it was agreed that a review of facilities for leisure craft would be undertaken by David Broad of the Cruising Association, using his experience as a regular small craft user of the Port. He has since approached Jamie Campbell, who had previously been involved in a similar exercise and who remains willing to assist in the investigations into the feasibility of such a project and is optimistic about the potential of obtaining European Grant Assistance for such a scheme. Mr Broad has also contacted Mark Duffield who was instrumental in re-establishing the Great Yarmouth Yacht Club. Mr Duffield, who has an office on Hall Quay close to the Haven Bridge, is also keen to be involved and has said that he would consider the participation of his Club in the administration of any final scheme and collecting fees etc.

An approach has also been made to Cllr George Jermamy of the Great Yarmouth Borough Council (GYBC) who is supportive of the scheme and feels that the GYBC would be willing to look at the possibilities and participate in any subsequent panel. At the suggestion of Cllr Jermamy, a letter has been sent to the Leader of GYBC, Cllr Graham Plant, referring to Cllr Jermamy's belief that he had recently had a positive experience in obtaining European Funding for another project. His response is awaited. Mr Broad will continue to press for a response and will also take the opportunity to make reference to the CAMLC meetings and GYBC's participation on the Committee.

The Acting Chair brought the meeting's attention to the post meeting note in the minutes of the previous meeting regarding Berth 24. Therefore, it was suggested that a Risk Assessment for the berthing of small craft and the placing of pontoons in the area at close proximity to the bridge, should be carried out by the Harbour Master in the first instance and that on the suggestion of Mr Broad, this should also take into account bridge lift procedures and the procedure for those waiting for a bridge lift.

Although it had been reported that GYBC was currently undergoing a transformation which may delay their involvement, Gardline felt that the idea should be followed up whilst still fresh in the minds of those concerned, as opposed to leaving it until 2016 once issues had settled at the GYBC. Investigations into the Health and Safety issues should commence forthwith, as it is possible that if the scheme is not viable, it may not be able to move further forward in any event.

Reference was made by the BA, to projects in the Sheringham area which had received Coastal Community Funding, although not directly situated on the seafront. It was suggested that if the preferred site on South Quay was not a viable area for such facilities, an alternative site in the area of Fendercare, should be considered as most Yachtsmen/women are experienced and could navigate to this site.

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Gardline felt that the ideal solution would be to get European Funding as there is money available up to 2020, but the timetable has yet to be announced. Any such application would take time to be processed and it would be January 2017 before the success of an application was known.

ACTION: HM to carry out Risk Assessment

2. Update on Port Activities

The GM gave a brief report on recent Port activities.

Vessel Numbers as reported to DfT – Year to date, these remain at a similar level to 2014 but slightly down on 2013 levels.

Cargo Figures – These are now running at lower levels compared to last year. However, the aggregates sector is doing well and there has been another good harvest that should keep this sector buoyant.

Dudgeon Offshore Windfarm O & M Base – This remains on track with personnel moving on to site shortly.

Bridge Lifts - The Report (attached) shows the level of bridge lifts continuing at high levels.

Haven Bridge – Painting works were completed in May and apart from a mechanical problem in August that restricted lifts for a few days, the bridge is operating as normal. Further works are required on the bridge that may require closure to river traffic for a few days. This will be planned for the early part of 2016 and relevant Notice to Mariners will be issued.

The BA said that although Mutford Lock is now in working order, further work is required for which approval is currently being sought. The CA reported that the bridge opening procedures had been performing very well with good communication and they were unaware of any problems.

Breydon Bridge – Following some maintenance work on the hydraulics that did not require downtime, the bridge is operating normally.

ISO 9001, 14001 & OHSAS 18001 - Following a final audit in August, GYPC has achieved approval from Lloyds Register Quality Assurance.

3. Update on Navigational Safety

The HM updated Members on navigational issues.

CERS & FAL Directive – CERS 3 is now progressing at the MCA level – they will start testing sometime in October and then engage with stakeholders including ports to refine the system and refine how information is to be submitted. DfT/MCA CERS team will be giving a presentation on CERS3 on the 19th October. The latest version requires the ports, not the agents or vessels to input hazardous goods, waste and security information into CERS. The port's systems will have to be updated once we know exactly what will be required.

FAL will be implemented through the Single Window system – this will involve vessel's agents supplying the required information on the standard forms. The sponsors of this system will be holding workshops for agents.

Despite previous assurances it looks likely that both systems will be introduced concurrently

Dredging – The Port is planning to dredge at the southern end of the river before the end of 2015 as part of ongoing conservancy regime in the river.

Environment Agency Flood Wall Works – Works to raise flood walls on Berth 30 are in progress, the contractors will then move on to further works at berths 27 & 29 completing in spring 2016.

The EA will undertake works to repair ship damage to the flood walls on berths 21A and part of 21B in October 2015 – this berth will be closed for approximately 4 weeks.

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Bridges –Network Rail are considering changing their VHF radio working channel – they currently operate on VHF CH12 and there is a conflict with Port Radio traffic – they are looking at changing to CH73.

Website – Navigational information is being displayed on the updated website. This includes port passage information, tidal information, bridge lifts planned for the next four days, advice to small craft, as well as information for commercial vessels. All concerned are requested to view it as necessary.

Port Marine Safety Code – An independent audit was carried out in September 2014 as advised at that time. This audit reported that the port is compliant with the requirements of the PMSC.

The Duty Holder has reported to the MCA 31st March 2015 that GYPC is compliant with the PMSC – this is a three yearly requirement.

The next PMSC audit by the Designated Person will be undertaken in early 2016.

ACTION: GYPC to include Vessel Arrival Times on the Port's Website

4. Date of Next Meeting

Monday, 1st February 2016 commencing at 1800 hours at EastPort UK House. Subsequent meetings are scheduled for Monday, 6th June and Monday, 3rd October. It was noted that the mid-year meeting had reverted to back to June as per the Terms of Reference.

Should any member wish to raise any item prior to the next meeting or request items for inclusion on the next Agenda, please do so through the Committee Secretary.

The meeting closed at 1845 hours.

Signed
Chair (Acting)

Signed.....
Secretary