

Minutes of Portavogie Port Users Meeting held on Friday 1 April 2011 in the Harbour Office at 2.30 pm

Present:-

NIFHA Terry Jarvis (Chairman of meeting), Chris Warnock (CEO - Chief Executive), Warnock Edmund (HM - Harbour Master), David Lindsay (DL - Projects Manager), Ian Morris (Board Member), Roy Teggarty (Board Member)

Arts Council John McKee (EHO), Andrew Pearson (EHO)

NIFPO Ian Kelly (IK)

Port Users Sam Mahoney (SM), Mark Palmer (MP), Dieta Decker (**Fishermen's Mission**).

1. Welcome and Apologies

The Chairman welcomed all those present. Apologies had been received from Margaret Andrews, Lynn Gilmore (Sea Fish) and Dick James.

2. Minutes of Meeting of 19 March 2010

These minutes, which had previously been circulated, were accepted as an accurate record of the meeting.

3. Matters Arising

All Matters Arising will be dealt with under the relevant agenda item.

4. Health and Safety / Port Marine Safety

The CEO summarised the systems for On-shore and Marine Safety Management at the harbours noting that these were risk based systems which are reviewed every six months. Port Users were reminded that they also have a legal duty under the RIDDOR regulations to report accidents and dangerous incidents. The slipways are regarded as construction sites and appropriate measures must be taken at these locations; particular care is required for work at height and Permits to Work are required for certain tasks.

No marine accidents had been reported by Port Users in the period since the last meeting. One accident relating to a fall from a ladder onto the deck of a boat had been reported.

Health and Safety (On-shore)

A safety sheet was circulated (see attached) and details were summarised by the CEO. It was noted that updated safety advice had been included in the Port User Information Booklet distributed with the invoices for annual harbour dues.

Details of the Authorised Contractor Scheme were circulated (see attached) and explained. The Authority maintains a list of authorised contractors, Port Users must ensure that anyone they employ to do work on a vessel uses a safe method of work, is adequately insured and uses safe equipment.

An updated Code of Practice for Fuelling Vessels was issued and explained (see attached). Vessel fuelling is a two man task with an ADR qualified driver on the quayside controlling the tanker and a competent crewman on the vessel. All vehicles must have a PSV certificate and be taxed and insured. NIFHA will be writing out shortly to all companies with oil storage at the harbours to request confirmation that they are complying with the new 2010 Oil Storage Regulations.

Port Marine Safety

The Authority has reviewed its Marine Safety Management System following updated guidance issued by the Department of Transport in October 2010 and details will be sent out in the near future, (see attached summary). This includes new accident reporting procedures which require NIFHA to report any incidents in the harbours directly to MAIB.

Port Users were reminded that that they should use Channel 14 to check for other traffic on entry and exit to the harbour.

NIFHA confirmed that it continues to report quarterly to the Commissioners of Irish Lights (CIL) on the performance of its navigation lights.

5. Environmental Issues and Waste Management

Environmental Code of Practice

The CEO explained that waste management and disposal was now a significant issue for the industry and it is essential that the Authority and Port Users co-operate to reduce waste and therefore cost.

Copies of the Operational Procedures from the Code of Practice were circulated and explained. Attention was drawn to procedure 1 - Harbour waste storage and collection; procedure 6-Slipway waste and the procedure for Oil Spill Response, emphasising that the correct course of action could prevent a spill becoming a major pollution incident.

The charges for waste at the slipway were explained. Mark Palmer expressed concern at these costs and queried why they were different depending on length of vessel. He also suggested that if a boat created no waste that it should not be charged. The CEO confirmed that if a vessel was on and off the slipway in one day and did not produce any waste then no charge would be incurred. The different charges by vessel size was regarded as the fairest way as smaller vessels would in most circumstances produce less waste than larger vessels.

The Authority appealed to all vessel owners / skippers to place all waste oil, waste bilge water containing oil, waste hydraulic oil and waste oil filters in sealed containers on the quayside for collection by harbour staff.

Ian Kelly suggested that covered bins should be provided and it was agreed to look into this.

(Action NIFHA)

6. Operational Matters

Fish Market

Sam Mahoney confirmed that arrangements were working well and he had no issues. John McKee, was satisfied with the standards of operation and hygiene in the fish market.

Chill Room

Port Users agreed that the chill room had recently been operating satisfactorily.

Berthing Issues

No problems were raised relating to berthing. The need to keep the berth at the chill room free at all times was emphasised.

Ice Supply

The CEO confirmed that the Authority will be continuing to run the ice plants at the three harbours; however this would only be done on an economic basis.

No problems were raised relating to ice supply.

Slipways

Vessel owners were asked to ensure that they sign a Vessel Declaration Form before using the slipway and it was explained that this was a condition for the use of any Authority slipway.

The CEO outlined the current position regarding the main slipway and damage to the winch. It is hoped that insurance will cover the full cost of repairing/replacing the winch and NIFHA are actively pursuing the alternatives with a view to minimising the downtime. It is still too early to confirm the timescale for repairs.

MP expressed concern about access to the Kilkeel slipway for boats which need their DTI survey and asked for assurance that Portavogie boats would be accommodated. The Authority advised that boats should book the slipway as far in advance as they can and liaise with Kilkeel to ensure they get on when needed. It was noted that Kilkeel deal with this level of demand constantly and manage to facilitate vessels very well. It was agreed that the Harbour Master would help liaise with Kilkeel and that the Authority would prepare a notice to vessels in Portavogie explaining this. (Action NIFHA)

Electric and Water Supplies

It was confirmed that water charges for 2011 would be based on a single fixed charge per vessel and that the system of balancing charges had been discontinued. The CEO also advised that a new pay-as-you-use system was being installed at Ardglass and that if this proved workable it would be rolled out at Portavogie and Kilkeel.

7. Capital Works Update

The attached schedule was circulated and was summarised by DL.

Key points of note were as follows:-

Removal of Contaminated Sediment – Funding has been applied for but the project is on hold pending the availability of EFF funding.

Quay Wall Repairs – Funding has been applied for but the project is on hold pending the availability of EFF funding.

NI Water Pumping Station - South Quay – This is a N.I. Water project and not under the control of the Authority. It is expected that these works will start in the next few weeks. Some disruption is to be expected but NIFHA will endeavour to ensure that this is minimised and will be in regular contact with NIW throughout.

It was confirmed that the new pumping station will include a disability compliant toilet and shower for crewmen to use.

8. Equality, Good Relations and Disability Duties

The CEO briefly summarised the Authority's statutory duties in respect of these three issues. Port Users had no issues to raise in respect of these duties. It was noted that details of the recently prepared 'Inequalities audit' are available on the NIFHA web site.

9. Any Other Business

Updated Corporate Plan 2010-2014

A copy of this Plan is available on the Authority's website for consultation purposes. The consultation period ends on 22 April 2011.

Annual Vessel Declaration Forms

These forms must be signed by all vessels. As specified in the Bye-Laws the owners of all vessels must advise the Authority of their address and contact details.

Landing Declarations

The CEO reminded the meeting that it is the legal responsibility of the vessel owner to declare his landings to the Authority whether these are through an agent or not and to pay all landing dues 'on demand'. In practical terms this means payment by the Friday of the week following the week of the landing.

Parkgate Foods

The meeting noted with regret the closure of Parkgate Foods which had been announced that morning.

There being no further business the meeting closed at 4.15pm with the Chairman thanking all those present for attending and contributing to the discussions.