

**At a meeting of the PORT BOARD held at CAPSTAN HOUSE, GREENWELL QUAY, SOUTH DOCKS, BARRACK STREET, SUNDERLAND on MONDAY, 26 JULY 2010 at 10.30 am**

**Present:**

Councillor P. Watson in the Chair

Councillors Allan, L. Martin, McClennan and Mr. F. Nicholson

**Also in Attendance:**

Mr. K. Wilson

**Part I**

The Chairman welcomed everyone to the first meeting of the Board and asked for introductions. Mr. Rayner added that a training session on the Code of Conduct could be made available for both Mr. Nicholson and Mr. Wilson if they felt this necessary.

**Apologies**

An apology for absence was submitted to the meeting on behalf of Councillor Mordey.

**Declarations of Interest**

There were no declarations of interest.

**Port of Sunderland Governance Arrangements**

The Deputy Chief Executive submitted a report detailing the Proposed Port of Sunderland Governance Arrangements, previously considered by Sunderland City Council.

The report provided an update on the progress of the appointment of the new Port Director and the establishment of the Port Board. The Council agreed the terms of reference and the details of its composition, namely, 5 Council Members

and 2 Co-opted appointees. The Board acknowledged that Mr. Wilson's appointment would be formally confirmed at September Council.

Members reminded themselves that the Board was responsible for the discharge of the Council's statutory and commercial functions in relation to the Port, and could be charged with budget management and developing new business opportunities in line with the Business Improvement Plan. Local choice functions being delegated specifically to the Port Director.

The Chairman commented that in the event of decisions needing to be made quickly, the process must be delegated to the Port Director. The Board agreed and the Chief Solicitor responded by advising that delegated powers could be extended, where necessary, to ensure the Director was able to respond to any changes/developments in the market quickly and effectively.

As careful consideration had been given to the Port of Sunderland's governance arrangements at Cabinet and Council meetings of the Council, The Deputy Chief Executive requested that these pieces of work be shared with Members of the Board to help inform them of the various options which were previously debated together with the reasons for the decisions which were made.

Board Members collectively agreed that the future and success of the Port was their primary concern and that they needed a clear idea of where they wanted to take to the Port, i.e. a 'vision' with a clear understanding of any potential limitations.

Councillor Allan proposed a tour of the Port at the next meeting to help all Members familiarise themselves with the area. The Director agreed that this was an excellent idea and would ensure arrangements were in place.

It was:-

1. RESOLVED that the terms of reference and the composition of the Board be noted.

## **Trading Update**

The Port Director submitted a report to advise the Board of the current trading position for the Port of Sunderland.

Members were referred to the latest trading statement which detailed the projected outturn based on actual figures to the end of Period 3, 30 June 2010.

The Director advised that the current trading position reflected the full year impact of the loss of the oil contract in addition to the impact in trade caused by the general economic conditions. A detailed review was currently being undertaken of the current income projections and expenditure position, in conjunction with seeking to develop the business in order to mitigate the budget position and present the best possible outturn position.

Mr. Nicholson suggested that a profit and loss account would be useful in helping Members of the Board understand the Port's financial position. In response to this, the Director of Financial Resources agreed to submit a financial statement to a future meeting of the Board. Councillor Allan added that it would also be useful if coastal defence costs could be isolated from other costs within the accounts.

It was:-

2. RESOLVED that the contents of the report be noted and further financial reports be received during the course of the year.

### **Health and Safety Report**

The Port Director submitted a report advising Members of the full Health and Safety review which had recently been commissioned.

The review commenced on 28 June and was to be undertaken over a four week period and carried out by Lisa Charlton, Senior Health and Safety Adviser, based within the Corporate Health and Safety Team.

The review would involve a full inspection of premises under Port control, interviewing key people, observing activities, reviewing records, central incidents and existing management systems.

Members of the Board welcomed this review and requested that the findings be reported to a future meeting.

It was:-

3. RESOLVED that the contents of the report be noted and a further report on Health and Safety be received in due course once the audit was complete.

(Signed) P. WATSON  
Chairman

### **Local Government (Access to Information) (Variation Order) 2006**

The following reports are not for publication as the Board is likely to exclude the public during consideration thereof as they contain information relating to the financial or business affairs of particular persons (including the Authority holding that information) (Local Government Act 1972, Schedule 12A, Part I, Paragraph 3).

