

**Minutes of the Meeting of Cowes Harbour Commission held at
Harbour Office, Cowes on Friday 26 November 2021**

Present: David Riley – Chairman (DR)
Vanessa Clifford – Deputy Chairman (VC)
James Evans (JE)
Steve Sheridan (SS)
Phil Hagen (PH)
Clive Blount (CB)
Jason Losty (JL)
Ra Hennessy (RH)
Fiona Fitzherbert-Brockholes
Gary Hall Chief Executive (GH)

In Attendance: Finance Officer Theresa Dunford (TD)

1. DECLARATIONS OF INTEREST

Declarations of Interest and Declarations of Related Party Transactions for Cowes Harbour Commissioners are on the CHC website.

2. APOLOGIES FOR ABSENCE

Apologies for absence received from Ed Walker (EW) who joined the meeting at a later stage.

3. MINUTES OF THE OCTOBER MEETING

The Minutes of the meeting held on Friday, 22 October 2021 having been sent out it was resolved that they be signed as a true and complete record of business transacted.

4. MATTERS ARISING FROM THE MINUTES

There were no matters arising.

5. SAFETY

The CEO/HM report was circulated with the papers for the meeting and was fully considered by the Board. The safety topic covered night navigation.

Incidents/Enforcement

	Incidents Reported	YTD 2021	Total 2020	Total 2019	Total 2018
COMMERCIAL					
CQS significant avoiding action taken	1	7	0	1	2
Collision (vessel or structure)	0	4	0	0	2
Other reportable incidents	2	5	1	2	2
LEISURE					
Speeding/Wash Infringement	3	33	148	85	149
Cutting through moorings	1	7	19	2	18
Incident response by CHC assets	4	44	100	86	101
Number of verbal cautions issued	1	38	1	0	2
Other reportable incidents	8	84	161	84	39
Follow up warning letters issued	0	6	2	1	0
Alcohol related incidents	0	-	0	1	1

Pilotage

There were four acts of pilotage in the month.

Harbour Works/Issues

Arctic Dry Dock – talks are underway for the dredging of the entrance to the Arctic Dry Dock. An application to the MMO is being prepared as the area hasn't been dredged for over 10 years.

6. ENVIROMENT AND SUSTAINABILITY

GH updated the Board:

- An order has been placed for the Carbon Management Plan and an audit will take place shortly. Report and recommendations will follow.
- Electric chargers – delay on update as the company are waiting on Island Roads.
- An improved Waste Management Plan is being put into place at Kingston.
- CB highlighted that the Board need to consider the building of boats from green products as carbon fibre boats generate hydrocarbons.
- SS reported that he had a very useful visit to Plymouth where they are co-ordinating the roll-out of funding for chargers all along the South coast. SS passed on the contact details so GH can follow up.
- Sue Hawley will attend for a 15-minute slot in the January 2022 Board meeting.

7. CEO/HM REPORT

The CEO/HM report was circulated with the papers for the meeting and was fully considered by the Board. Discussion took place on the following:

- Verbal cautions have increased - the team are more diligent and can now easily record incidents on Harbour Assist.
- Commercial shipping incidents have also increased which again is because 'Harbour Assist' has made it easier to report incidents which accounts in some part for the increase.

8. FINANCIAL MANAGEMENT REPORT – October 2021

The Commissioners noted the financial management report for October 2021 had been considered in detail in the 'In Committee' section of the meeting. The Commissioners noted that the accounts as presented in the management report had been in order and agreed.

10. MATTERS FOR CHAC

There were no minutes to discuss and the next meeting of CHAC is on 14 January 2022.

- Agenda items were requested from Commissioners to bring to the CHAC's attention and to be placed on the CHAC agenda for 14 January 2022.

11. ANY OTHER BUSINESS

None.

As there was no further business the Chairman formally closed the meeting at 11.00am

Date of next meeting: Friday 21 January 2022