



**COWES HARBOUR
COMMISSION**

**PUBLIC REPORT
COWES HARBOUR COMMISSION
10 March 2023**

Present: Phil Hagen – Chairman (PH)
James Evans – Deputy Chairman (JE)
Vanessa Clifford (VC)
Fiona Fitzherbert-Brockholes (FF-B)
Clive Blount (CB)
Steve Sheridan (SS)
Richard White (RW)
Gary Hall (GH) – Chief Executive

In Attendance: Shane Wood (SW) - Harbour Master
Theresa Dunford (TD) - Finance Officer

The Chairman welcomed Richard White, the new Commissioner and Shane Wood, the new Harbour Master.

1. DECLARATIONS OF INTEREST

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

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Jason Losty (JL)

3. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on Friday, 20 January 2023 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 PREVIOUS MINUTES

Matters arising from the last meeting are covered in the Agenda with the exception of:

- a) Trinity Landing Chargers – GH reported that work is progressing on Trinity Landing and has begun at Shepards but the chargers are still not connected to the grid system although this is imminent for Trinity Landing. Delays have been caused by Island Roads and Isle of Wight Council. GH confirmed that some PR is planned once they become live.

5. SAFETY

The CEO/HM report was circulated with the papers for the meeting and was fully considered by the Board. SW highlighted the following from the Incident Report:

- a) Incidents –
 - i. propulsion failure - one vessel, cause unknown and towed to Island Harbour
 - ii. mooring failure - tender adrift probably from the Solent

- iii. stolen tender from moorings down towards the Folly. Culprit traced and identified
- b) Interventions – a rib caught speeding.
- c) Watercraft regulations – SW reported that CHC is particularly well covered regarding the new regulations and there is little further to do on this except promote them. They come into force in March and SW outlined that CHC, Portsmouth and Southampton will be promoting what the regulations mean to those using the water.
- d) SW is continuing to push ahead with the propulsion failure campaign and maintenance of boats in conjunction with the RNLA and the RYA, although the RYA seem now reluctant to be engaged. Harbourmasters around the Solent will also join together with CHC in order to ensure the same message goes out to everyone.
- e) GH reported that a considerable amount of hard work and effort has been undertaken in terms of Health & Safety Procedures and policies. A new Manual has been drawn up and feedback from people using Kingston is that it has been transformed and people are seeing and reaping the results of this hard work. PH asked that the team be congratulated for delivering excellent results.

6. ENVIRONMENT & SUSTAINABILITY

Updates from Sue Hawley were provided (highlighted in blue) within the CEO/Harbour Master report and fully considered by the Board. There continues to be substantial delays and blockages from the MMO resulting in standstills on many of the projects. FF-B reported that the dredging at Pinkmead is starting to move forward, and Sue is trying to get this through as a test case in the hope this will speed things up. PH said that he feels that CHC, as a harbour commission, are making good progress on environment and sustainability despite the setbacks with the MMO on projects, and that CHC are focussed and putting an enormous amount of effort into it. FF-B is looking forward to working further on Kingston and reported that Sue appreciates the support from the Board.

7. FINANCE REPORT FOR JANUARY 2023

Copies of the Financial Management Report for January 2023 were circulated with the papers for the meeting and fully considered by the Board. GH congratulated TD on the very fast production of the financial reports this month.

8. CEO/HM REPORT

The CEO/HM report was circulated with the papers for the meeting and was fully considered by the Board. The Board thanked SW for the information on the safety topic of 'General Directions and Collision Regulations. GH updated the Board on the following:

- i. Work is progressing well on the new website with well over 50% completed. There is some work to be done on the statutory information.
- ii. GH drew the Board's attention to the social media statistics which shows an excellent increase in engagement with all of the CHC's social media channels.
- iii. UKSA will be starting the recruitment process shortly for the apprenticeship scheme with the aim of having someone in place by April.
- iv. GH and Ra Hennessy have met with CECAMM re bursaries. During the discussion, it became clear that some young people who are from disadvantaged backgrounds can receive government support for tools, equipment and PPE in order to do engineering apprenticeships, and those from a more affluent background can afford to buy their own tools etc, but there is a group in the middle where parents are working but may struggle to afford to buy all the kit and equipment. There is potential to look at this area in more detail next year with a proposal to perhaps fund some equipment and PPE which could be branded.
- v. Cruise market – this is making good progress and CHC is developing a rapport and knowledge base. CHC will be letting businesses in the town know when cruise ships are coming to ensure

they are supported and provide an opportunity for shops to open if they are normally closed on particular days.

- vi. GH reported that eighteen applications have been received for the Finance Manager position.
- vii. East Cowes Slipway proposal – this is outside of the Shrape and has been resurrected by Isle of Wight Council. The intention is that they want to try and transfer about 75% of all the dinghy sailing across to East Cowes which will improve safety in the main harbour.

9. CHAC MEETING

The next CHAC meeting will be held on 19 April 2023. CB explained the CHAC are a group of representative stakeholders that CHC meet with every six weeks or so. They are CHC's consultative body for stakeholder views or their collective opinion. They in turn can bring matters to the attention of CHC.

10. ANY OTHER BUSINESS

- a) Progress on 5-Year Strategy – the Board received the updated Strategy Report which had been circulated with the Board papers and was fully considered by the Board.
 - i. CB said it was an excellent management tool and suggested that a balanced scorecard or visual might be helpful for the Annual General Meeting. GH confirmed that he is already working on this, and that he will continue to add updates rather than overwrite previous reports so the journey can be seen over a five-year period.
- b) Commissioner reappointment - CB has completed his first term in office of three years. He would like to stand for a further three-year term and was asked to leave the room to enable the Board to consider and vote. PH asked if there were any questions. There were no questions and **the Board voted unanimously** to reappointment CB. CB rejoined the meeting and PH thanked him for his valuable contribution over the last three years.
- c) AGM – this will take place on Wednesday 24 May 2023. Venue to be confirmed.

Date of next meeting: Friday 28 April 2023 at 1000, Harbour Office, Cowes, Isle of Wight