



**COWES HARBOUR  
COMMISSION**

**PUBLIC REPORT  
COWES HARBOUR COMMISSION  
21 JULY 2023**

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

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

**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**

There were no apologies for absence.

**3. MINUTES OF THE PREVIOUS MEETING**

The Minutes of the meeting held on Friday, 9 June 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**

GH reported that the official opening of the Trinity Landing Chargers takes place next Monday. There will be four electric boats, the DfT, environmental representatives and the press.

**5. HARBOUR MASTER'S SAFETY REPORT**

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

- (a) Failure – Propulsion figures have been reduced, are relatively minor and not due to lack of maintenance. There were 11 speeding incidents which were mainly ribs, and two jet skis.
- (b) The five short whistle signals from the Red Funnel ferries has now been reduced slightly and he has met with the ships masters to discuss this, and speed. He has also engaged with yacht clubs to highlight to them the manoeuvring difficulties for large commercial shipping.
- (c) Regarding towing, SW has an obligation to take boats to a safe haven, but not necessarily Kingston or to a berth, which is a cost to CHC in fuel and towage. There are now two options: free safety tow to Trinity Landing, or to a berth with a cost of around £60. There would be no charge on Trinity for about an hour, and after that they would get towed to their berth or charged accordingly. This will begin after Cowes Week.

## 6. CEO REPORT

The CEO report was circulated with the papers for the meeting and was fully considered by the Board. GH highlighted the following:

- (a) Monthly Analysis of the Boatyard – a monthly analysis of visitors and the boatyard was shared within his report, showing an increase in both areas.
- (b) The Avalon parking system for Trinity Landing and Town Quay has now gone live and is working well. It is easy to use and CHC receives information such as the name of the boat, the length, colour, brand, photo of the boat, and the time paid to be there.
- (c) Social media stats – it was noted that there was a very high reach on a recent Facebook post and GH is having discussions on how the stats could be presented in a more meaningful way.

## 7. FINANCE REPORT FOR JUNE 2023

Copies of the Financial Management Report for June 2023 were circulated with the papers for the meeting and fully considered by the Board.

## 8. ENVIRONMENT & SUSTAINABILITY REPORT

The Environment and Sustainability Report was received by the Board which included updates provided by Sue Hawley. In addition, FF-B reported that the kit for the oysters has been delivered to UKSA although the baby oysters are still in the hatchery in Portsmouth and will be brought over but the date is not yet known.

## 9. CHAC MEETING

CB advised that the next CHAC meeting is 6 September 2023 and commissioners considered what items for discussion would be put forward as agenda items for that meeting. It was agreed to take the following items: a) the new website, (b) ideas for future harbour developments, (c) the Town Quay mooring app and (d) the oyster project.

## 10. ANY OTHER BUSINESS

- (a) In response to a question from CB, SW confirmed there were no incidents relating to the Isle of Wight Festival.
- (b) PH updated the Board on the commissioner recruitment for finance, which so far has had a low response level. The Board's intention is to keep the Board strategic in specialisations to bring quality to the role. FF-B asked where it has been publicised. GH responded it was on LinkedIn, Indeed and Isle of Wight Jobs.
- (c) GH asked the Board to approve the Public Report for the website. **Unanimously approved.**
- (d) On behalf of all the Board, as this was the last Board meeting for Theresa Dunford, PH thanked Theresa for all of her hard work and that her contribution by attending the Board meetings has been much appreciated and very successful. Theresa will be missed by all.

**Date of next meeting: Friday 21 July 2023 at 1000, Harbour Office, Cowes, Isle of Wight**