



**PUBLIC REPORT
COWES HARBOUR COMMISSION
6 June 2025**

Present: Phil Hagen – Chairman (PH)
Mark Bew (MB)
Clive Blount (CB)
Vanessa Clifford (VC)
Fiona Fitzherbert-Brockholes (FF-B)
Jason Losty (JL)
Rupert MacInnes (RM)
Giles Peckham (GP)
Jackie Riley (JR)
Gary Hall (GH) – Chief Executive

In Attendance: Jon Kidd (JK) – 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 AND INTRODUCTIONS

Apologies for absence were received from Roger Parrott (RP).

3. APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING

The Minutes of the meeting held on Friday 25 April 2025, having been sent out, it was resolved that they be signed as a true and complete record of business transacted. The Public Report was also unanimously approved.

4. ACTIONS FROM THE PREVIOUS MINUTES

The Action Tracker has been updated to show completed and live actions.

5. HARBOUR MASTER'S OPERATIONAL REPORT

The HM Operational Report was circulated with the papers for the meeting and fully considered by the Board. JK highlighted the following:

- a. **Trinity House Cadetship** – three candidates were interviewed and the successful candidate has accepted the offer. He will start to become a qualified Merchant Navy Deck Officer in September 2025 and will spend some time with the CHC team and patrol

officers over the summer.

- b. **Chain Ferry** – the latest meeting of the Medina Crossing Outline Business Case group primarily discussed ‘long list’ options. JK reported that there were sensible discussions on the options.
- c. **PMSC Audit** – MP, the Designated Person, has undertaken a pre-audit looking at the new Code and in particular additional requirements on reporting on facilities. JK has sent him draft documents looking at all the facilities in Cowes together with bridging documents for those required to sign up to the scheme. MP’s initial feedback was very good but he advised JK to hold back for the moment as it is not yet clear what is going to be required by the DfT.
- d. **General Directions** – Two GD’s have been out for consultation. The next stage is they will be advertised for 28 days, following which they will be brought into force.

6. HARBOUR MASTER’S HEALTH and SAFETY REPORT

The HM Health and Safety Report was circulated with the papers for the meeting and fully considered by the Board. JK highlighted the following:

- a. **2024 PMSC Audit** – there are two actions outstanding which will be completed by the end of this month.
- b. **DfT** – they will be attending for an audit on the ISPS Port Facilities Security Plan on 11 June 2025.
- c. **Site Inspections** – these are underway and action trackers have been created for all the findings. A checklist is available specifically for each site plus a general inspection comments box. Trip hazards and other hazards were identified near the fuel berth which have now been rectified.
- d. **MAIB/HSE Reports** – JK identified and drew the Board’s attention to some specific and relevant reports.
- e. **Incidents** – There are still relatively low numbers of incidents although the largest number of incidents relate to speed and wash.
- f. **Safety at Sites** - There was one near-miss report relating to jet-washing at height. The Risk Assessment and SOP have been reviewed and updated. CB commented that he has been impressed by the changes and professional approaches, particularly at Shepards, and has always received a site briefing. He also encouraged staff to raise any queries relating to the SOPs as they too have a voice and JK agreed that there was still work to be done on the safety culture.
- g. **Wash from motorboat incident** – the boat and owner have been identified, and HM has written to the owner with a warning and highlighting the speed limits. Discussion took place on possible signage relating to speed wash and wake which JK will look into.
- h. **Training** – Whole Board training is taking place today with the DP. JK will review scheduling and costs for other training courses that are available for Executives and Directors.

7. CEO REPORT

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

- a. **Cowes Harbour Marina** – The MMO license is in the final stages and should be confirmed within the next two or three weeks. There was no feedback from the public. The ABPMer report which has been commissioned for further wave data is due soon.

Once received this will inform the final design for the north end of the marina.

- b. **Cowes Week** – the CHC Cowes Week Reception will be held on Tuesday 5 August. Board members are asked to let GH know of any invitees they wish to be included.
- c. **Cruise Ships and Superyacht Proposal** – a cruise ship visited this week, and RH will pick up on the cruise ship marketing proposal towards the end of the season. GH will review the superyacht proposal and how to inform the superyacht world about the new marina.

8. FINANCE REPORT FOR APRIL 2025

Copies of the Financial Management Reports for April 2025 were circulated with the papers for the meeting and fully considered by the Board.

9. CHAC MEETING

The next meeting takes place on Wednesday 10 September 2025 at 1000 at the Island Sailing Club.

10. ANY OTHER BUSINESS

- i. **Safe Swimming Area in Cowes** – JK talked through his paper relating to the possible creation of a safe place for swimming in Cowes in order to prevent and discourage people from swimming in the harbour. It outlines three possible options and areas together with the pros and cons for each area, project timelines and considerations, estimated costs and regulatory and Licensing requirements. Lifeguarding would be a major consideration, and PH can put JK in touch with a contact who has extensive knowledge in this area.
- ii. **RYS Breakwater and Green Buoy** – CB drew the Board's attention to his concern that a number of commercial charter ribs are speeding through at around 50m from the beach and cutting the corner. People are often swimming there and it is becoming dangerous. He suggested that yellow buoys be put there or some way of educating and enforcing the speed limit. JK confirmed that there has been a focused approach in the past, with the patrol officers in this area physically stopping people. JK will look at creating a buoyed swimming area.
- iii. **Round the Island Race** – GP asked for clarify on the CHC's role in the race. JK confirmed there is a presence out on the water from 05.00, and two big assets out together with SeaClear. He and other Officers are out on the water all day and the Deputy HM is on the race platform.
- iv. **Deputy Chair** – PH announced that he has asked Clive Blount to be the Deputy Chair and he has accepted.

Date of next meeting: Friday 25 July 2025 at 09.00 at Building 41, Cowes, Isle of Wight.



25 July 2025