



**PUBLIC REPORT
COWES HARBOUR COMMISSION
25 July 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
Jenni Smith (JS) – Deputy Harbour Master
Roger Parrott (RP) – Finance Director

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

There were no apologies for absence.

3. APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING

The Minutes of the meeting held on Friday 6 June 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. JS highlighted the following:

- a. **Flare disposal** – IWC are prepared to issue a 5-year licence for CHC. IWC have requested a lightning rod be attached to the container although the HM and DHM dispute the need for this. It is hoped that the facility will be ready for Cowes Week and will be heavily promoted. It will be open to everyone although there will be a small charge.

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. **MAIB/HSE Reports** – JK's report drew the Board's attention to some specific and relevant reports. MB suggested sharing the MAIB report relating to person overboard with any commercial fishermen on the Island.
- b. **Risk assessments for patrol boats** – PH raised this as he had been unable to find any definitive guidance on the number of patrol boats required during keelboat racing regattas although there is for dinghies.
- c. **Safety at Sites** – GH confirmed the delayed actions are minor and it was agreed that future reports would indicate where there is nothing material to report.

7. CEO REPORT

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

- a. **Marketing** – There is an ongoing intensive marketing drive with the teams at Shepards, Kingston, the Afloat Team and the fuel berth. Marketing packages are being put together for all of these areas to promote them more extensively than has been done in the past. A package is also being put together for promoting SeaClear and its capabilities. With the pier at Kingston, there will be a drive to get more boats into storage.

8. FINANCE REPORT FOR JUNE 2025

Copies of the Financial Management Reports for June 2025 were circulated with the papers for the meeting and fully considered by the Board. The 2024 Annual Accounts were also unanimously agreed and approved.

9. ENVIRONMENT AND SUSTAINABILITY REPORT

The Environment & Sustainability report was previously circulated with the papers and fully considered by the Board. FF-B highlighted the following

- i. **ISO 14001 accreditation** – Discussions have been taking place with colleagues in Dover and Shoreham. There is much work to be done but it is achievable.
- ii. As a new member of staff, Ann has attended networking groups and forums, and is data gathering. The idea of a company-wide Sustainability Week is currently being explored, together with a plan to introduce an Environmental Impacts Register.
- iii. **CHC Newsletter** – this is popular and also having visible environmental activities is powerful.

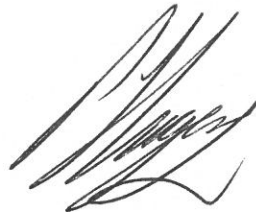
10. CHAC MEETING

The next meeting takes place on Wednesday 10 September 2025 at 1000 at the Island Sailing Club. Commissioners were asked to let CB know of any items for discussion.

11. ANY OTHER BUSINESS

- i. **Marina Project Update report** – GH referred to the previously circulated report and advised the board that the CHC website had been updated.
- ii. **Race Committee Protest** – PH reported on a recent protest by a Race Committee against a yacht for getting dangerously close to the Red Funnel ferry after finishing. The protest was not held up as it was believed the boat had not impeded the ferry and witnesses confirmed that the ferry did not alter course. PH wanted to highlight this case, as the start and finish line is within metres of the outer edge of the fairway. Whilst this has been the case for many years, it was agreed that race officers and committees do need to be aware of the timings and that it was more a question of educating the committees. CHC does, however, recognise that there is a risk which has been well mitigated and controlled.

Date of next meeting: Friday 12 September 2025 at Cowes Harbour Commission Office, Cowes, Isle of Wight.

A handwritten signature in black ink, appearing to be 'P. H.', written in a cursive style.

12/09/2025