



**PUBLIC REPORT  
COWES HARBOUR COMMISSION  
12 DECEMBER 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  
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**

No apologies for absence were received.

**3. APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING**

The Minutes of the meeting held on Friday 24 October 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. **Harbour Pilotage** – there have been eight acts of pilotage since October which is down



considerably. There is no indication that the situation will improve other than through the cruise ships.

- b. **Flare disposal** – the limit of 300 has almost been reached and will be transported to Southampton for safe disposal in the New Year.
- c. **PMSC audit** – the full audit has been completed under the new code and a trial version of the audit document. There are no red flags or non-conformities. An external audit is due next year, and the facilities audit of Shepards and Kingston has not yet taken place. There will be a compliance exercise early in the New Year.

## 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. **Audits and Inspections** – all recommendations from the 2024 PMSC Audit have been signed off.
- b. **Site inspections** – these were carried out in November, and Shepards will be completed this month. The sites have been improved through the inspections, and Commissioners noted how clean and tidy the various sites are now and asked that the Board's thanks be passed on.
- c. **MAIB/HSE Reports** – JK drew the Board's attention to some specific and relevant reports. Discussion took place on the Shetland Trader incident and how a loss of power can lead to significant incidents. The Board discussed how propulsion loss might impact on CHC's risk assessment.
- d. **HAZ ID Group** – the last meeting was on 30 October, and all the navigational Risk Assessments have now been reviewed. Non-navigational RAs will be reviewed in the New Year.
- e. **Incidents/Enforcement** – Fifteen reports were logged, some for medical assistance and three for propulsion failures.
- f. **Training** – All staff have undertaken fire extinguisher training, and first aid training will take place in the New Year.
- g. **Shetland Trader** – JK gave an update on the incident, which was due to an alarm failure on board. A detention was put on the vessel before it was allowed to sail. Engineers from Holland undertook work on it, and subsequently it was reinspected and the detention lifted.

## 7. CEO REPORT

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

- a. **Shepards Marina** – maintenance dredging has impacted the visitor numbers, and there has been some damage to the pontoons due to very poor weather. Electrics have been upgraded, and the freshwater supply has been renewed.
- b. **Cowes Harbour moorings** – renewals have now been sent out, and the team are working on filling vacated moorings. JK advised that there is a possibility of a limited number of additional swinging moorings once the marina is in place.
- c. **SeaClear** – work has been ongoing to market and promote SeaClear and remind harbours and businesses of its capabilities. This has been successful and its use by external companies has increased.
- d. **Cruise ships** – Sixteen cruise ships are booked for next year. The schedule is confirmed



and is available on the calendar and has been sent to the town's WhatsApp group.

## 8. FINANCE REPORT FOR NOVEMBER 2025

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

## 9. ENVIRONMENT AND SUSTAINABILITY REPORT

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

- a. **Green Impact Scheme** – Gold standard has been achieved with an aim to achieve platinum in the first year. Ann has inspired the whole team to think more about the environment and sustainability.
- b. **External meetings** - FF-B and Ann have attended the BPA Environment and Sustainability Group meeting in London, which was informative and provided useful contacts. Ann is also contacting the environmental leads from other ports to discuss Eco Ports status.
- c. **Wildlife Trust, Sandown** - FF-B highlighted the work undertaken by engineers, including verticals to encourage wildlife, and offered an invitation to the Board to visit them and take a look at their work. With the building of the new marina, biodiversity will need to be encouraged. The Board thanked FF-B for this, and a date will be organised.

## 10. CHAC MEETING

The next meeting takes place at the RNLI Cowes at 1000 on Wednesday 14 January 2026. A suggested item for discussion was the proposed swimming pool.

## 11. ANY OTHER BUSINESS

- a. **Yachts & Yachting** – the Board asked GH to seek a retraction from Yachts & Yachting on a recent comment made relating to Cowes Harbour fuel. Certas Energy has confirmed that all fuel berths have the same fuel.
- b. **Electric boat** – this has been delayed slightly owing to their move to Ventnor (Cheetah Marine) and the specific modifications have taken longer to design and manufacture. Delivery of the boat is now expected to be at the end of January.
- c. **British Ports Association** –
  - i. **Small Ports Group** - PH and GH attended the second meeting of the small ports group at Poole. These meetings have proved invaluable and enable discussions about issues that affect all small ports, removing the feeling of being competitive and excellent relationships are being built. PH also noted that the term 'non-executive director' (NED) is beginning to replace 'Commissioner', which the Board may want to consider at some point in the future.
  - ii. **Modern Slavery and Smuggling** – This topic was covered at the meeting, and it was clear that ports need to ensure they have a clear statement and understand the implications. PH explained that the Board will need to look into what this means for CHC and how it might apply to Cowes Harbour. The discussion at the small ports meeting highlighted that ports need to consider that they have a marina and a boatyard, and so staff and managers need an awareness and understanding, if, for instance, they observe someone in the marina who may be there under duress. This highlighted that it will be important for CHC to raise awareness and provide internal training for managers and teams to help them be on the alert and know what to look out for.
  - iii. **BPA** – GH highlighted that it is clear from comments made by the BPA senior team that CHC is considered to be exemplary in its structure and how efficient it is in its



operations and management. To that end, PH has been invited to London to deliver some presentations and training, and he will update the Board to ensure there is no compromise issue.

**Date of next meeting:** Friday 30 January 2026, at Cowes Harbour Commission Office, Cowes, Isle of Wight.



30/01/2026