

# Public Document Pack



Monitoring Officer  
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## Agenda

Name of meeting **HARBOUR COMMITTEE**  
Date **WEDNESDAY 11 JANUARY 2023**  
Time **2.00 PM**  
Venue **COUNCIL CHAMBER, COUNTY HALL, NEWPORT, ISLE OF WIGHT**  
Members of the committee Cllrs P Jordan (Chairman), G Peace (Vice-Chairman), J Bacon, C Jarman, D Pitcher, M Price and R Redrup

Jonathan Brand, Alex Minns, Sean Newton and Joseph Rennie

Democratic Services Officer: Marie Bartlett  
democratic.services@iow.gov.uk

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### 1. **Apologies and Changes in Membership (if any)**

To note any changes in membership of the Committee made in accordance with Part 4B paragraph 5 of the Constitution.

### 2. **Minutes** (Pages 5 - 10)

To confirm as a true record the Minutes of the meeting held on 28 September 2022.

### 3. **Declarations of Interest**

To invite Members to declare any interest they might have in the matters on the agenda.



Details of this and other Council committee meetings can be viewed on the Isle of Wight Council's Committee [website](#). This information may be available in alternative formats on request. Please note the meeting will be audio recorded and the recording will be placed on the website (except any part of the meeting from which the press and public are excluded). Young people are welcome to attend Council meetings however parents/carers should be aware that the public gallery is not a supervised area.

4. **Public Question Time - 15 Minutes Maximum**

Questions may be asked without notice but to guarantee a full reply at the meeting, a question must be put including the name and address of the questioner by delivery in writing or by electronic mail to Democratic Services at [democratic.services@iow.gov.uk](mailto:democratic.services@iow.gov.uk), no later than two clear working days before the start of the meeting. Therefore the deadline for written questions will be Friday, 6 January 2023.

5. **Finance reports**

(a) Newport Harbour (Pages 11 - 12)

(b) Ventnor Harbour (Pages 13 - 14)

6. **Report of the Senior Harbour Master**

(a) Senior Harbour Master Report (Pages 15 - 20)

7. **Newport and Ventnor PMSC Audit (undertaken 20.9.2022)**

(a) Newport PMSC audit (Pages 21 - 22)

(b) Ventnor PMSC audit (Pages 23 - 24)

8. **Ventnor Harbour**

To receive a verbal update on the management contract.

9. **Members' Question Time**

To guarantee a reply to a question, a question must be submitted in writing or by electronic mail to [democratic.services@iow.gov.uk](mailto:democratic.services@iow.gov.uk) no later than 2.00 pm on Monday, 9 January 2023. A question may be asked at the meeting without prior notice but in these circumstances there is no guarantee that a full reply will be given at the meeting.

CHRISTOPHER POTTER  
Monitoring Officer  
Tuesday, 3 January 2023

## Interests

If there is a matter on this agenda which may relate to an interest you or your partner or spouse has or one you have disclosed in your register of interests, you must declare your interest before the matter is discussed or when your interest becomes apparent. If the matter relates to an interest in your register of pecuniary interests then you must take no part in its consideration and you must leave the room for that item. Should you wish to participate as a member of the public to express your views where public speaking is allowed under the Council's normal procedures, then you will need to seek a dispensation to do so. Dispensations are considered by the Monitoring Officer following the submission of a written request. Dispensations may take up to 2 weeks to be granted.

Members are reminded that it is a requirement of the Code of Conduct that they should also keep their written Register of Interests up to date. Any changes to the interests recorded on that form should be made as soon as reasonably practicable, and within 28 days of the change. A change would be necessary if, for example, your employment changes, you move house or acquire any new property or land.

If you require more guidance on the Code of Conduct or are unsure whether you need to record an interest on the written register you should take advice from the Monitoring Officer – Christopher Potter on (01983) 821000, email [christopher.potter@iow.gov.uk](mailto:christopher.potter@iow.gov.uk), or Deputy Monitoring Officer - Justin Thorne on (01983) 821000, email [justin.thorne@iow.gov.uk](mailto:justin.thorne@iow.gov.uk).

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If you wish to record, film or photograph the council meeting or if you believe that being filmed or recorded would pose a risk to the safety of you or others then please speak with the democratic services officer prior to that start of the meeting. Their contact details are on the agenda papers.

If the press and public are excluded for part of a meeting because confidential or exempt information is likely to be disclosed, there is no right to record that part of the meeting. All recording and filming equipment must be removed from the meeting room when the public and press are excluded.

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## Minutes

Name of meeting	<b>HARBOUR COMMITTEE</b>
Date and Time	<b>WEDNESDAY 28 SEPTEMBER 2022 COMMENCING AT 2.00 PM</b>
Venue	<b>COUNCIL CHAMBER, COUNTY HALL, NEWPORT, ISLE OF WIGHT</b>
Present	Cllrs P Jordan (Chairman), G Peace (Vice-Chairman), C Jarman, J Jones-Evans, M Price and R Redrup
Also Present	Jonathan Brand, Sean Newton and Joseph Rennie
Apologies	Cllrs J Bacon and D Pitcher

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### 10. **Apologies and Changes in Membership (if any)**

Cllrs Bacon, Pitcher and Peace sent apologies; Cllr Jones-Evans was substituting for Cllr Bacon.

### 11. **Minutes**

RESOLVED:

THAT the minutes of the meeting held on 29 June 2022 be approved.

### 12. **Declarations of Interest**

Councillors Jones-Evans and Price declared a non-pecuniary interests as they knew the applicant for agenda item 8.

### 13. **Public Question Time - 15 Minutes Maximum**

Mr Elford from Newport asked what impact the proposals set out in agenda item 8 would have on the residential moorings, he was advised that there would be no impact to the moorings, they moorings were not included in the red line outlining the land referred to in the report later on the agenda.

### 14. **Finance reports**

### 15. **Newport Harbour**

The Strategic Manager for Commercial Services advised the Committee of the key points set out in the Finance report for Newport Harbour, there was a predicted

underspend relating to employees, and over spend in utility costs were likely however this could be offset by the reduction in waste disposal costs. Moorings at the Folly had been closed to allow for work on ground chains to take place, this would cause an overspend on the budget, the Committee were advised that it was difficult to predict when this type of upgrading work would be necessary however as it was due to be undertaken during November 2022 this would ensure it would not be necessary next year.

The Committee questioned the key cards for utility costs and were advised that they had not yet been updated, once the Council's energy contract was agreed the key cards would be updated to reflect the change in costs.

Clarification regarding the recharges were requested and would be circulated after the meeting.

RESOLVED:

- (i) THAT the finance report be noted.
- (ii) THAT details regarding recharges would be supplied to the committee

16. **Ventnor Harbour**

The contract for removing seaweed from the harbour had been awarded for two years, income had been consistent with previous years. Moorings had been removed however had historically been incorporated into the finance figures, however this would be rectified for future budget settings.

17. **Reports of the Senior Harbour Master**

17a **Newport Harbour**

The Senior Harbour Master advised that the majority of outstanding audit actions had been completed with a few items to be completed in October 2022.

RESOLVED:

THAT the update be noted.

18. **Ventnor Harbour**

It was noted that the focus had been to make Newport harbour compliant as a priority, processes used for Newport would be amended for Ventnor which would make the process quicker. The Committee was advised that the service would be moved to the new web pages as part of the next phase in the web project.

The Committee thanked staff for all their hard work.

RESOLVED:

THAT the update be noted

19. **Senior Harbour Master Report**

The Senior Harbour Master highlighted the main points from his report, he confirmed that a new Deputy harbour master had commenced work, a number of events had taken place on the quay, including Armed Forces Day. Trinity House inspections had taken place that day and initial feedback suggested it had gone well.

There had been issues regarding people swimming in the river, harbour staff had contacted the PCSO who had confirmed advice provided by the harbour staff, the quay was being used as a meeting place for people with modified cars and bikes, police were involved with an incident, they are also visiting the quay during the evenings to try and educate the young drivers.

An incident regarding young men with a BB gun had been reported and dealt with by harbour staff and the police, it was believed two of the men had been spoken to by the police.

The Committee questioned the amount of sewage being discharged into the river and asked of the process regarding notifications from Southern Water. Officers advised that a report could be provided to the Committee in March 2023 for information following a six month monitor, they would also ask someone from Southern Water to attend the meeting.

RESOLVED

THAT a report regarding sewage discharge into the river be provided to the Harbour Committee at the meeting in March 2023 with a representative from Southern Water being asked to attend.

THAT the Senior Harbour Master report be noted.

20. **Newport and Ventnor DP Visit and PMSC Audit undertaken on 20.9.2022**

The Strategic Manager for Commercial Services advised that a draft report had been supplied however the full report was awaited. It was noted that the majority of recommendations from the last report had been completed. Reporting of incidents process was to be reviewed, a memorandum of understanding had been agreed between the Isle of Wight Council, Cowes, Yarmouth and Bembridge harbour to provide support if an oil spill occurred at any of the harbours.

RESOLVED:

THAT the update be noted.

21. **Proposed freehold disposal of land and building (W5), Blackhouse Quay, Newport Harbour**

The Strategic Manager for Commercial Services advised the Committee that they had been approached by the applicant in this instance and were requesting the Committees agreement to open negotiations, a report would then be brought back to the committee for consideration.

RESOLVED:

THAT The Isle of Wight Espresso Company be treated as a special purchaser for land and building situated at Blackhouse Quay, Newport Harbour – Known as W5 and W6.

22. **Ventnor Harbour**

The Strategic Manager for Commercial Services provided an update on Ventnor harbour, he explained that tenders had been requested for the management of the harbour which had now closed, two submissions had been received and would be considered by 13 October 22, following that process a report to Cabinet would be submitted for their meeting in November 2022, with the contract commencing 1 April 2023.

The Committee were assured that Ventnor Town Council had been kept up to date on all discussions relating to the harbour.

RESOLVED:

THAT the update be noted.

23. **Members' Question Time**

Councillor Price asked if a visit of the harbour could be arranged, officers advised they would provide possible dates to the Committee.

Councillor Redrup asked if there was any involvement from the Council regarding the events at Island Harbour, the Senior Harbour Master advised that they had been approached by administrators regarding the boundaries however the would be in contact regrading any outstanding monies owed to the Isle of Wight Council.

Councillor Jordan raised concern regarding the responsibility of the Committee and asked that this be clarified to the Committee members particularly regarding setting policy, it was advised that an advice note would be circulated to the Committee to clarify the situation.

Councillor Redrup asked if hose pipes were allowed when washing down boats, he was advised that harbour staff were asking people not to use the hose pipes, however they would check to see if this was still the case.



CHAIRMAN

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Newport Harbour - Financial Statement as at 30.11.2022

Expenditure	2021/22 FY	22/23 Budget	YTD To Nov 22 (actual)	Forecast 2022/23	Forecast Under/ Overspend 2022/23
	£	£	£	£	£
Employees	87,283	128,410	83,018	123,682	4,728
Premises	37,145	41,046	18,041	48,260	-7,214
Transport	1,393	3,399	1,121	2,877	522
Supplies and services	12,746	6,001	3,855	8,308	-2,307
Contracted services	41,338	46,238	27,282	51,888	-5,650
Other expenditure	6,081	0	574	1,313	-1,313
<b>Total</b>	<b>185,986</b>	<b>225,094</b>	<b>133,891</b>	<b>236,328</b>	<b>-11,234</b>

Apr 22 (actual)	May 22(actual)	Jun 22(actual)	Jul 22(actual)	Aug 22(actual)	Sep 22(actual)	Oct 22(actual)	Nov 22(actual)
£	£	£	£	£	£	£	£
6,146	19,753	5,520	9,517	8,666	8,553	8,753	16,110
-640	7,464	2,242	-2,691	1,631	7,696	965	1,372
38	621	63	8	55	61	259	16
751	-43	174	9	39	2,274	134	518
2,477	4,502	1,192	6,609	3,424	1,995	3,500	3,584
0	60	159	28	0	49	28	250
<b>8,771</b>	<b>32,357</b>	<b>9,350</b>	<b>13,480</b>	<b>13,815</b>	<b>20,628</b>	<b>13,639</b>	<b>21,850</b>

Income	2021/22 FY	22/23 Budget	YTD To Nov 22 (actual)	Forecast 2022/23	Forecast Under/ Overspend 2022/23
Furlough Claim	-1,685	0	0	0	0
Harbour Dues & Wharfage	-4,926	-5,024	-3,202	-5,535	511
Folly Pile - Permanent	-43,630	-45,000	-51,581	-51,581	6,581
Newport Harbour Permanent Quayside Moorings	-25,103	-17,505	-10,878	-10,878	-6,627
Storage of Goods	-867	0	-42	-42	42
Cranes - Static	-458	0	-800	-800	800
Newport Quay - Visitors	-15,466	-24,371	-20,156	-21,023	-3,348
Electric Card Income	-2,803	0	-2,077	-3,000	3,000
Off Street Parking Income	-1,231	-4,221	-3,738	-4,700	479
Leasing Income	-88,533	-92,881	-54,457	-119,398	26,517
Folly Ventures - Visitors	-23,841	-47,930	-19,043	-19,493	-28,437
Folly Swing - Permanent	-19,827	-15,000	-28,004	-27,221	12,221
Houseboats	0	-10,470	-9,308	-10,679	209
Swing Moorings - Central	0	-454	-629	-1,150	696
Recharge to Other Revenue Accounts	-15,866	-10,000	-9,375	-11,375	1,375
Dry Berths	0	-160	0	0	-160
Other income	-2,347	-253	4	4	-257
			0		
<b>Total</b>	<b>-246,584</b>	<b>-273,269</b>	<b>-213,287</b>	<b>-286,872</b>	<b>13,603</b>

Apr 22 (actual)	May 22(actual)	Jun 22(actual)	Jul 22(actual)	Aug 22(actual)	Sep 22(actual)	Oct 22(actual)	Nov 22(actual)
0	0	0	0	0	0	0	0
-296	-851	-544	-718	0	0	-473	-321
-40,257	-3,246	-5,003	-356	-2,320	1,031	-1,157	-272
-16,607	6,796	-138	33	0	0	-963	0
0	0	0	0	0	-42	0	0
-42	-92	-125	-292	-83	-83	-42	-42
-880	-2,413	-4,496	-2,443	-5,062	-3,364	-1,437	-63
-416	-204	-326	-198	-195	-186	-242	-310
-100	-1,798	-147	-538	-187	-276	-337	-356
-31,261	-10,065	-2,000	-2,473	-102	-6,374	-150	-2,032
0	-1,552	-1,449	-5,448	-4,428	-4,052	-1,443	-673
-22,890	-4,255	-408	-1,212	79	-65	680	67
0	-6,600	0	-1,117	-254	-275	-925	-138
0	-629	0	0	0	0	0	0
0	0	-7,000	0	0	0	-2,375	0
0	0	0	0	0	0	0	0
-602	605	-75	74	2	0	0	0
<b>-113,349</b>	<b>-24,304</b>	<b>-21,709</b>	<b>-14,688</b>	<b>-12,549</b>	<b>-13,686</b>	<b>-8,863</b>	<b>-4,139</b>

<b>Net position</b>	<b>-60,598</b>	<b>-48,175</b>	<b>-79,396</b>	<b>-50,543</b>	<b>2,368</b>
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<b>-104,578</b>	<b>8,053</b>	<b>-12,359</b>	<b>-1,207</b>	<b>1,266</b>	<b>6,942</b>	<b>4,777</b>	<b>17,711</b>
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Notes  
 "Recharge to other revenue accounts", in income section above, includes £7k related to the Isle of Wight Festival  
 In 2021/22, Houseboat income did not have its own GL code. The £25,103 figure above (Newport Harbour Permanent Quayside Moorings, in the 21/22 column) includes some houseboat income.

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Ventnor Harbour - Financial Statement as at 30.11.2022

Expenditure	2021/22 FY	22/23 Budget	YTD To Nov 22 (actual)	Forecast 2022/23	Forecast Under/Overspend 2022/23
	£	£	£	£	£
Employees	2,080	1,539	1,473	2,213	-674
Premises	222	194	222	222	-28
Transport	-2	0	0	0	0
Supplies and services	1,044	1,255	0	1,044	211
Contracted services	91,222	143,155	101,469	145,155	-2,000
Other	0	0	0	0	0
<b>Total</b>	<b>94,566</b>	<b>146,143</b>	<b>103,164</b>	<b>148,634</b>	<b>-2,491</b>

Apr 22 (actual)	May 22 (actual)	Jun 22 (actual)	Jul 22 (actual)	Aug 22 (actual)	Sep 22(actual)	Oct 22(actual)	Nov 22(actual)
£	£	£	£	£	£	£	£
174	173	173	173	173	173	173	260
0	0	0	0	0	222	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	95	57,193	8,596	8,596	9,796	17,193	0
0	0	0	0	0	0	0	0
<b>174</b>	<b>268</b>	<b>57,366</b>	<b>8,769</b>	<b>8,769</b>	<b>10,191</b>	<b>17,366</b>	<b>260</b>

Income	2021/22 FY	22/23 Budget	YTD To Nov 22 (actual)	Forecast 2022/23	Forecast Under/Overspend 2022/23
	£	£	£	£	£
Leases	-12,000	-12,000	-12,000	-12,000	0
Berthing fees	-1,056	-6,024	-2,046	-3,456	-2,568
Other income	0	0	0	0	0
<b>Total</b>	<b>-13,056</b>	<b>-18,024</b>	<b>-14,046</b>	<b>-15,456</b>	<b>-2,568</b>

Apr 22 (actual)	May 22 (actual)	Jun 22 (actual)	Jul 22 (actual)	Aug 22 (actual)	Sep 22(actual)	Oct 22(actual)	Nov 22(actual)
£	£	£	£	£	£	£	£
0	0	0	0	-12,000	0	0	0
0	0	0	0	0	418	-1,056	-1,408
0	0	0	0	0	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-12,000</b>	<b>418</b>	<b>-1,056</b>	<b>-1,408</b>

<b>Net position</b>	<b>81,510</b>	<b>128,119</b>	<b>89,118</b>	<b>133,178</b>	<b>-5,059</b>
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<b>174</b>	<b>268</b>	<b>57,366</b>	<b>8,769</b>	<b>-3,231</b>	<b>10,609</b>	<b>16,310</b>	<b>-1,148</b>
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## Newport Harbour Quarterly Safety Report – 1<sup>st</sup> October to 28<sup>th</sup> December 2022

Month	Newport		Folly	
	Over nights	Short stays	Over nights	Short stays
October 2022	44	4	4	1
November 2022	12	3	Not available	
December 2022	2	0		

### Risk register

#### Navigation Risk Assessment (highest rated)

- Leisure vessel/s Contacting at Folly, Possible Causes could be: Human error; Adverse weather conditions; Poor visibility; Mechanical failure; etc.
- Commercial (Passenger) vessel Collision with Commercial (Passenger) vessel at Folly. Possible Causes could be: Human error; Adverse weather conditions; Poor visibility; Mechanical failure; etc.

### Operational information

- Police conducted an on-site visit on the 09.10.2022
- A full harbour staff meeting with SN and LE was held on the 06.10.2022, notes from the meeting emailed out on the 10.10.2022
- Large water leak / burst pipe (80 mm diameter pipe) was discovered by the cycle way above the hotel on the 24.10.22, Southern Water on site. The pipe isolated and repairs started. The water/waste was transported by Vac tankers (16 per hour continually). Centre barrier opened and facility code supplied. This operation continued until the 26.11.2022. Centre barrier closed 27.10.22. The footpath was close, reopened on the 07.11.2022
- Test holes drilled in quay wall (between flyover and visitor pontoon) on the 28.10.22 regarding possible required works.
- Two harbour staff (MJ & MP) attended the MCA beachmaster course 16-17.11.2022
- The updated Safety Management System (1.4) was issued 31.11.2022
- Proposed fees for 2023-24 were put forward on the 05.12.2022
- Newport harbour oil Spill Plan was approved by MCA on 16.12.2022
- Between 23.12.2022 and the 31.12.2022 the harbour has had daily checks carried and phone messages monitored only each day.

### Events

- Two harbour staff (MJ & MP) attended the MCA beachmaster course 16-17.11.2022
- The Day of Christmas event was held on 19.11.2022, 2 harbour staff on duty during set up.

### Covid-19 response

- The Vaccine Centre at the Riverside Centre continued operating throughout the month, with reduce operational days.
- The quay has been used for parking while the Vaccine Centre is open on Saturday when the barriers were removed, the Red and White barriers returned on the 08.10.22. clarification regarding the parking on the quay was received the same day (no parking on quay). They were filled with water by harbour staff on the 10.10.22.
- The red and white barriers were removed on the 28.11.2022 and the quay cleaned by harbour staff.

## **1. Results of periodic inspections**

### **1.1 Inspections of navigation aids**

Periodic inspections have been carried out of the channel and navigation aids, some of which have been done from land. All navigation aids are in place, their colour and characteristics as required by IALA recommendations. 88 inspections were carried out from land up to the Newport Rowing club in the period and by 15 times by launch by harbour staff

- Letter received from Trinity house confirming their inspection on the 10.10.2022
- The top navigation light (NO8493) next to the hotel is extinguished from the 29.11.2022, the blub was checked, however the light fitting is broken and will need to be replaced in the new year.
- On the 14.12.2022 Starboard channel marker 9 had a new sinker put in place with new chain.

### **1.2 Inspections of the channel**

Periodic visual inspections have been carried out of the channel some of which were carried out from the land. The depth within the channel has not been reported below the depths advertised 88 inspections were carried out from land in the period and 15 time by boat, Folly Venture have checked it weekly.

### **1.3a Inspections of quays, steps, pontoons, gangway, piles, and cleats**

Periodic inspections have been carried out at Newport harbours and found to be in position and in good order 88 inspected were carried out in the period. Folly pontoons were inspected 13 time by harbour staff.

- On the 31.10.22 the old lines/chains were removed from pile moorings Y - Z and Z - Z1 on the 27.10.22
- On the 01.11.2022 The folly boats where checked (including Ara-Bell) by MP and secured and pumped where needed.
- Dodnor swing mooring number 1 to 4 had their chains renewed on the 08.12.2022
- In December, all the lines of the life rings replaced.

### **1.3b Inspections of lights, electric boxes and water standpipes**

Periodic inspections have been carried out on the lights, electric pods and water stands. 88 inspections were carried out this period the Folly was inspected by Folly Venture weekly 13 during the period and found to be good condition.

- A water leak was discovered on the Visitor quay on the 02.10.2022
- The water supple monitoring was conducted on the 11.10.2022
- The water supple in harbour north was visibly a yellowish colour. during the southern water operation (24-27.10.22). it is surmised this was due to the vibration of the numerous loaded vac tanker. When the operation finished, the water supply was flushed, and the water cleared.
- The water supple monitoring was conducted on the 11.11.2022
- The electricity metre tariff was adjusted on the 04.11.2022 to £0.35 per kWh.
- The houseboat owners have been raising concern regarding the electricity payment announced by government, it was discussed with them and informed there was a lack of information to be sourced. When the harbour or themself find the information to be shared.
- On the 25.11.2022, a water leak was reported on Little London road, it was investigated, located, and reported to southern Water (not harbour supply was to fire hydrant) received confirmation it had be fixed on the 29.11.2022
- A visit from Southern water on the 17.11.2022, regarding information for their activities and spill way inside Newport harbour that has been requested by harbour board.



- The socket cover spring broke on the 16.11.2022, the socket undamaged
- Some of the berth holders have experienced problems with “card errors during the month, they have been exchanged if in marked. Believed it due to the damp weather affecting the cards
- The water supply monitoring was conducted on the 05.12.2022
- Water leak on the 02.12.2022 at harbour north, repaired by harbour staff, believed due to freezing pipes, houseboat required getting water from the office on the 08.12.2022 as happened again.
- Visitor quay had water leak on the 12.12.2022, fixed by staff, following this the visitors water supply turn off and drained when no visitor staying.
- Southern water inspector with harbour staff located a water meter on the 21.12.2022 at Southern water request.

### **1.3c Inspections of Hand Crane**

The hand crane was used 2 times this period

- Site around the crane was cleared up on the 12.10.22
- The crane and the slings were inspected by Allianz on the 17.10.22, no defects found.
- Site around the crane was cleared up on the 12.10.22

### **1.4 Inspections of life rings, fire extinguishers and safety ladders**

Inspections were carried out and all existing life rings, fire extinguishers and safety ladders were found to be in position and in good order, 88 inspections were carried out this period. Folly pontoons were inspected 13 by Folly Venture

- Additional fixed safety ladders have been ordered to be fitted in the new year.

### **1.5 Slipways Inspection**

The slipways have been inspected and are in good repair. This has been helped by the environment officers, weekly inspections.

- Seaclose slipway cleaned on the 11.10.2022 and 18.11.2022
- Folly Slipway cleaned on the 14.10.2022 and 13.12.2022.

### **1.5 Work boats and Truck**

The Harbour Launch was checked 88 during the period, it was pumped when required.

- The ex-floating bridge work boat was lifted out on the 11.10.2022. the outboard was removed

Ford Ranger has been operated well

The harbour power washer was taken to be serviced on the 19.10.22 picked up 31.10.22

## **2. Incident and emergencies**

### **2.1 Collisions**

None recorded

### **2.2 Fire or explosion**

None recorded

### **2.3 Vessels grounding-**

None recorded

### **2.3 Vessels grounding-**

None recorded

### **2.4 Loss of vessel stability**

During the period, the harbour staff have gone to the Folly to pump out boats due to the heavy level of rain.

### **2.5 Pollution**

- A large amount of under growth washed down the river following the rain including a tree trunk (6 metres) which was secured on the 06.11.2022 and recovered into the carpark on the 07.11.2022
- on the 01.12.2022 a lot of rubbish was cleared out harbour north quay.

### **2.6 Dangerous occurrences / near misses.**

- On the 01.11.2022 Vessels broke her swing mooring and was blown onto the visitor pontoon. this was secured by Folly venture and Harbour staff; fenders were fitted on the 23.11.2022 it was JB discussed with the owner reporting the actions that had been done
- On the 01.11.2022, boat on Folly pontoon, its stern line broke. This was resecured by harbour staff.
- On the 07.11.2022. CHC reported a boat broke its folly swing mooring and drifted to the inside of their visitor's pontoon where it was secured.
- On the 27.11.2022 a vessel broke free from her mooring it was recovered by Folly ventures and secured to another mooring.
- On the 04.12.2022 boat was reported it had come off its mooring, attempts were made to recover but unable due to tide. recovered and re-moored on 05.12.2022
- On the 20.12.2022 folly swing mooring boat came off its mooring, it was recovered and moved to new mooring
- The damaged moorings have been replaced where possible

### **2.7 Reportable Accidents**

One of the Vac tanker working for Southern Water hit the railings on the Quay corner on the 26.10.22, Southern Water are aware. The lose railing were removed and Safety Harris fence erected. Still awaiting repair.

### **2.8 Defects affecting Marine Safety**

None reported

### **Additional information**

- Litter picking has been required to be carried out most days
- The harbour visitor facilities entry code was changed on the 03.10.2022
- During the high tide and heavy rain item were washed down the river, these were recovered by harbour staff and disposed of.
- The skip has been locked when staff are not on duty during the period
- Grass cut outside the harbour office 04.10.22
- 2 tents were noticed on the bank on the West side of harbour, opposites the hotel. Commercial Services emailed on the 05.10.22, departed on the 20.12.2022
- The harbour male visitor facilities entry lock failed on the 16.10.22, ladies reopposed as no female boat users in. Lock repaired by harbour staff on the 17.10.22
- Houseboat moved to it new berthing location aided by harbour staff on 25.10.2022.

- On the 01.11.22 there was damage to 4D sports roof, they were contacted, and they have made repairs.
- Reports the black house black water tank showing signs of becoming full on the 07.11.2022, tanker pumped tank on the 22.11.2022 (first available date).
- On the 08.11.2022 the owner of a boat that sank at the Folly on 10.04.2022 came into the office, informing us that he intends to claim against the council's insurance. He was asked By JB to put it into writing and that it was unclear why he had a reason for his intended actions. No further information received to date.
- A welfare check was carried out on one of the house boats on the 10.11.2022 after a concern phone call, attended by 2 harbour staff, he was Ok.
- The Town council's event loos had work carried out on the 11.011.2022
- Call from Boat Museum on the 17.11.2022, regarding bad drainage around their building and the water ingress they suffered. The drainage gullies were cleared, and a drainage ditch dug to the operational drain by harbour staff.
- One of the regular berth's holders' boat has been rumoured to be up for sale. Current owner was informed it was not a residential mooring and the berth doesn't automatically transfer with the boat. It is believed to of sold late December. New owner information not received yet.
- A member of staff that keeps a boat at the folly has been issued with a Folly recite book (that is transferred into Newport's) to collect mooring fees when Folly ventures are not operating.
- The entrance to office, harbour facilities and pontoon entrance were gritted from the 05.12.2022 until freezing weather past (Island Roads gritted the road and carpark)
- On the 05.12.2022 site walk was carried out with engineer for possible future works around the harbour.
- The staff Christmas breakfast was held on Thursday 20.12.2022.
- The office building fire alarms has been going off from 23.12.2022 to the end of the month, building checked and reset

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Newport Harbour - outstanding PMSC audit actions - Version 1.17; 20.12.2022																														
Additional items from PMSC audit, October 2021						Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24
No.	Action	Sub action	By Who	By When	Comments																									
A3	Risk Assessment	It is recommended that the top hazards listed in the NRA are regularly included in reports to the Duty Holder;	JB	Quarterly	These will be included in the quarterly reports to the harbour committee																									
Additional items from PMSC audit, September 2022						Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24
3.8	Communication	The website has been updated but requires a review to ensure all information on it is completely up to date.	LE	Quarterly																										
4.5	Risks	It is recommended that the NRA is routinely reviewed at least once a year and additionally as a follow-up action after any incident investigation; this process should be reflected in the MSMS.	JB	July																										
6.8	Emergency preparedness	Although the Port Emergency and Oil Spill plans are in place they were not readily available during the audit and took considerable time to be located. It is recommended that emergency plans are made instantly available to IWC staff (particularly the Senior and Duty Harbour Masters) both in hard and electronic copies	JB	Completed																										
11.8	Marine Services	It is recommended that the commercial berth operators' procedures for the mooring of commercial vessels are reviewed ensuring mooring gangs are trained correctly and that self-mooring is prohibited	JB	31.01.23																										

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Ventnor Harbour 'Get Well Plan' - Version 1.6; 20.12.2022

No.	Action	Sub action	By Who	By When	Comments	Dec-21	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24
1	Include the Ventnor Harbour Revision Order 1994 in the list of legislation in the IWC Harbours combined MSMS.	Separate Ventnor Harbour MSMS.	J. Brand	31.03.23																										
2	Amend the current Newport Harbour Enforcement policy to include Ventnor.	Separate Ventnor Harbour MSMS.	J. Brand	31.03.23																										
3	Amend the executive and operational duties to include Ventnor.	Separate Ventnor Harbour MSMS.	J. Brand	31.03.23																										
4	Include the executive and operational duties in the MSMS.	Separate Ventnor Harbour MSMS.	J. Brand	31.03.23																										
5	Consider forming a Ventnor Harbour User Group (VHUG).	List the membership in the Ventnor Harbour MSMS and form a VHUG	J. Brand	31.03.23																										
6	Draft a Ventnor Marine Safety Management Plan to include bringing Ventnor Harbour to full PMSC compliance.		J. Brand	31.03.23																										
7	Update the IWC Harbours website, Sailing Directions and almanacs (including Reeds).	Provide navigation safety advice to visiting vessels including advising that that Ventnor Harbour does not have any yacht visitors' moorings and that the harbours are un-surveyed	J. Brand	31.03.23																										
8	Undertake a full Ventnor Navigation Risk Assessment (NRA) for Ventnor SHA area.	It is recommended that a new "Ventnor Register" is set up in Hazman and a full NRA is undertaken starting with a robust hazard identification involving local stakeholders. As part of the NRA consider whether: 1 - Any form of LPS/VTS is required. 2 - Any form of pilotage is required. 3 - The current Nav aids remain appropriate. 4 - Mooring arrangements and operations are appropriate.	J. Brand	31.03.23																										
9	MSMS to include guidance on the maintenance and review process of the Ventnor NRA.	Separate Ventnor Harbour MSMS.	J. Brand	31.03.23																										
10	Develop events planning guidance and procedures.	Separate Ventnor Harbour MSMS.	J. Brand	31.03.23																										
11	Develop a Ventnor stand-alone MSMS.	It is suggested that "a sperate Ventnor Harbours MSMS" is created based upon the Newport Harbours MSMS	J. Brand	31.03.23																										
12	Develop a Ventnor Emergency Plan.	Suggest base on the Newport Emergency Plan dated Jul 20.	J. Brand	31.03.23																										
13	If required by the MCA develop an Oil Spill Response Plan for Ventnor.	OSCP and Oil Spill MoU	J. Brand	31.03.23																										
14	Consider adding Ventnor to the Oil Spill mutual support MOU between Cowes, Newport, Yarmouth and Bembridge.	Ventnor stand-alone MSMS.																												
15	Develop a Ventnor Emergency and Oil Spill training programme and include in the MSMS.	Ventnor stand-alone MSMS.	J. Brand	31.12.22																										
16	Incorporate Ventnor into the Hydrographic Policy and survey programme.	IWC Harbours combined MSMS. Ensure that the hydrographic survey contractor passes the survey data to UKHO	J. Brand	31.03.23																										

17	Include reference to Ventnor's powers to dredge, remove wrecks plus seaweed clearance in the MSMS.	Separate Ventnor Harbour MSMS.	J. Brand	31.03.23																																		
18	Provide harbour users and potential visitors advice on entering, staying and departing from Ventnor.	Update the IOWC website (See 9 above). Add an entry into Admiralty Sailing Directions and Nautical Almanacks (e.g. Reeds).	J. Brand	31.12.22	Complete																																	
19	Develop Ventnor Open Port Duty and event planning procedures.	Separate Ventnor Harbour MSMS.	J. Brand																																			
20	Establish a Small Commercial Vessel licensing scheme in Ventnor based on the those employed by the IOWC and/or for water taxis in Newport.	Separate Ventnor Harbour MSMS.	J. Brand	31.03.23																																		
21	Develop Ventnor incident reporting, investigation and after-action procedures.	Separate Ventnor Harbour MSMS.	J. Brand	31.03.23																																		
22	Develop Ventnor incident reporting, investigation and after-action procedures.	Separate Ventnor Harbour MSMS.	J. Brand	31.03.23																																		
23	Brief Ventnor harbour users on all the changes that are being introduced.	Suggest: Notice to Mariners, a public meeting, newspaper announcement plus via the VHUG if it has already been formed.	J. Brand	Ongoing																																		