

Agenda

Name of meeting	HARBOUR COMMITTEE
Date	WEDNESDAY 10 JANUARY 2024
Time	2.00 PM
Venue	COUNCIL CHAMBER, COUNTY HALL, NEWPORT, ISLE OF WIGHT
Members of the committee	Cllrs P Jordan (Chairman), M Oliver (Vice-Chairman), J Bacon, A Garratt, J Medland, M Price and R Redrup

Jonathan Brand, Alex Minns and Joseph Rennie

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

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 - 8)

To confirm as a true record the Minutes of the meeting held on 27 September 2023.

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, no later than two clear working days before the start of the meeting. Therefore the deadline for written questions will be Friday, 5 January 2024.

5. 2023/24 Finance reports

(a) Newport Harbour (Pages 9 - 10)

(b) Ventnor Harbour (Pages 11 - 12)

6. Report of the Senior Harbour Master

(a) Senior Harbour Master Report (Pages 13 - 16)

(b) Get Well Plan (Pages 17 - 18)

7. 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 no later than 2pm on Monday, 8 January 2024. 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, 2 January 2024

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, or Deputy Monitoring Officer - Justin Thorne on (01983) 821000, email justin.thorne@iow.gov.uk.

Notice of recording

Please note that all meetings that are open to the public and press may be filmed or recorded and/or commented on online by the council or any member of the public or press. However, this activity must not disrupt the meeting, and if it does you will be asked to stop and possibly to leave the meeting. This meeting may also be filmed for live and subsequent broadcast (except any part of the meeting from which the press and public are excluded).

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	HARBOUR COMMITTEE
Date and Time	WEDNESDAY 27 SEPTEMBER 2023 COMMENCING AT 2.00 PM
Venue	COUNCIL CHAMBER, COUNTY HALL, NEWPORT, ISLE OF WIGHT
Present	Cllrs P Jordan (Chairman), M Lilley and J Medland
Also Present	Jonathan Brand, Sean Newton and Joseph Rennie
Apologies	Cllrs G Peace and J Bacon

13. **Apologies and Changes in Membership (if any)**

Apologies had been received from Cllrs J Bacon, A Garratt and G Peace. Cllr M Lilley was substituting for Cllr Garratt.

14. **Minutes**

RESOLVED:

THAT the minutes of the meeting held 28 June 2023 be approved.

15. **Declarations of Interest**

There were none received at this stage.

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

There were no public questions.

17. **2022/23 Finance reports**

18. **Newport Harbour**

The Strategic Manager for Commercial Services advised that the impact of the new energy costs would be monitored over time, the forecast had been drafted based on the initial costings therefore the forecast may reduce following this.

RESOLVED:

THAT the finance report be noted.

18a **Ventnor Harbour**

There was no change in the finance report due to the management companies' responsibilities, the public slipway which was still in control of the Local Authority had been cleaned.

The Committee congratulated staff on the improvements made.

RESOLVED:

THAT the finance report be noted

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

20. **Senior Harbour Master Report**

The Senior Harbour Master highlighted information contained in his report which included:

- Duty Harbour Master vacancy had been filled
- Southern Water had carried out work at the pumping station
- Trinity House had completed their inspections with no concerns
- A full survey of the harbour had been completed
- New safety ladders had been installed at the Folly
- There were no dramas during the IW Festival

RESOLVED:

THAT the Harbour Masters report be noted.

21. **Get Well Plan**

The Committee were advised that Marico had inspected Ventnor Harbour and the following key points were raised:

- Roles and responsibilities were clearly understood
- Consultation with harbour users needed to be set up (similar to the Newport Harbour users group)
- Safety Management plan was in draft
- Emergency Management Plan was required

The Committee expressed their thanks for the work achieved and understood the get well plan for Ventnor was similar to that of Newport Harbour following early inspections.

RESOLVED:

THAT the report be noted

22. **Newport Harbour PMSC Audit**

The Strategic Manager for Commercial services advised that the website action was ongoing following the transfer of services to the new Isle of Wight Council website.

Marico had undertaken a site visit recently and the outcomes were positive, which included:

- Good engagement with the Harbour users group
- Marine Safety Management Plan requires review and update
- One member of staff (newly appointed) required training

The Committee asked if customer surveys were undertaken, Officers advised that currently no surveys were in place, staff met with the harbour users regularly to discuss any issues and keep them update on what was happening, it was understood that there would need to be different surveys for different types of users.

RESOLVED:

THAT the report be noted.

23. **Disposal of Land and building at Blackhouse Quay, Newport Harbour (Known as W5, W6, Connecting land and W7)**

The Strategic Manager for Commercial Services advised the Committee that they had previously agreed to the Isle of Wight Espresso Company to be treated as a special purchaser for the site, following negotiations it was agreed that the ownership of both the sea wall and walkway would be included in the transfer of the land.

It was believed that the company had long terms plans for the site which would generate employment in the area and possibly a tourist attraction bringing added value to the harbour.

An independent value was undertaken by the purchaser and the price took into consideration the financial contribution that would be required to refurbish the property.

RESOLVED:

- I. THAT the land and property is declared surplus to harbour requirements and disposed of.
- II. THAT the Isle of Wight Espresso Company is treated as a special purchaser and agree to dispose of the freehold of the land and building at Blackhouse Quay, Newport Harbour – known as W5, W6, connecting land and W7 - for £315,000.

24. **Members' Question Time**

There were no members' questions.

CHAIRMAN

Newport Harbour - Financial Statement as at 30.11.2023

Expenditure	2022/23 FY	23/24 Budget	YTD To Nov 23 (actual)	Forecast 2023/24	Forecast Under/ Overspend 2023/24
	£	£	£	£	£
Employees	122,234	127,786	82,186	121,994	5,792
Premises	52,196	69,882	26,637	64,708	5,174
Transport	2,478	3,399	1,273	3,569	-170
Supplies and services	13,294	6,001	6,423	13,444	-7,443
Contracted services	43,980	46,238	34,132	52,000	-5,762
Other expenditure	1,319	0	264	1,319	-1,319
Total	235,501	253,306	150,914	257,035	-3,729

Apr 23 (actual)	May 23(actual)	Jun 23(actual)	Jul 23(actual)	Aug 23(actual)	Sep 23(actual)	Oct 23(actual)	Nov 23(actual)
£	£	£	£	£	£	£	£
10,523	8,664	7,946	16,236	11,363	9,073	9,073	9,307
-2,842	3,833	834	16,251	9,376	2,954	-656	-3,113
88	798	34	60	55	83	63	92
-660	4,579	947	261	174	763	300	60
732	3,069	1,880	4,926	4,502	15,133	3,202	687
0	0	32	21	60	123	28	0
7,841	20,943	11,673	37,755	25,530	28,129	12,010	7,033

Income	2022/23 FY	23/24 Budget	YTD To Nov 23 (actual)	Forecast 2023/24	Forecast Under/ Overspend 2023/24
Furlough Claim	0	0	0	0	0
Harbour Dues & Wharfage	-3,750	-5,024	-1,818	-3,750	-1,274
Folly Pile - Permanent	-54,615	-45,000	-64,183	-58,000	13,000
Newport Harbour Permanent Quayside Moorings	-12,273	-17,505	-14,720	-13,724	-3,781
Storage of Goods	-42	0	0	0	0
Cranes - Static	-883	0	0	0	0
Newport Quay - Visitors	-21,310	-24,371	-23,174	-24,174	-197
Electric Card Income	-3,332	0	-2,223	-3,332	3,332
Off Street Parking Income	-5,510	-4,221	-3,272	-5,207	986
Leasing Income	-129,163	-121,881	-104,194	-128,573	6,692
Folly Ventures - Visitors	-19,043	-18,930	-20,638	-20,638	1,708
Folly Swing - Permanent	-26,784	-15,000	-19,161	-24,560	9,560
Houseboats	-11,650	-10,470	-10,174	-10,908	438
Swing Moorings - Central	-479	-454	-847	-847	393
Recharge to Other Revenue Accounts	-12,960	-10,000	-7,000	-11,000	1,000
Dry Berths	0	-160	0	0	-160
Other income	17	-253	-10	-10	-243
Total	-301,776	-273,269	-271,414	-304,722	31,453

Apr 23 (actual)	May 23(actual)	Jun 23(actual)	Jul 23(actual)	Aug 23(actual)	Sep 23(actual)	Oct 23(actual)	Nov 23(actual)
0	0	0	0	0	0	0	0
-806	0	-669	0	0	0	-419	76
-42,888	-2,446	-1,080	-6,671	-9,629	-192	-1,000	-278
-13,556	-10,577	-204	16,481	-2,483	-1,315	-619	-2,448
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
-961	-2,860	-4,012	-5,788	-4,874	-2,832	-1,737	-110
-147	-272	-233	-329	-341	-275	-384	-242
-941	-954	-134	-200	-326	-128	-353	-235
-42,167	-51,000	9,519	-13,080	-25	-6,374	0	-1,067
0	-1,715	-2,389	-5,707	-2,520	-5,104	-2,490	-713
-26,706	204	-1,423	-77	8,324	451	-272	338
-1,315	-390	-146	-6,473	-438	0	-1,412	0
-425	-1,349	94	0	833	0	0	0
0	0	0	-7,000	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	2	-10	-2	0
-129,910	-71,359	-678	-28,845	-11,477	-15,779	-8,689	-4,679

Net position	-66,276	-19,963	-120,499	-47,687	27,724
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-122,069	-50,415	10,995	8,910	14,053	12,351	3,322	2,354
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Notes
 "Recharge to other revenue accounts" forecast, in income section above, includes £7k related to the Isle of Wight Festival

Overheads and capital charges are not included in above figures

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Ventnor Harbour - Financial Statement as at 30.11.2023

Expenditure	2022/23 FY	23/24 Budget	YTD To Nov 23 (actual)	Forecast 2023/24	Forecast Under/ Overspend 2023/24
	£	£	£	£	£
Employees	2,205	1,539	1,472	2,196	-657
Premises	222	137	137	137	0
Transport	0	0	0	0	0
Supplies and services	981	1,255	0	2,967	-1,712
Contracted services	144,450	117,165	49,369	83,500	33,665
Other	0	0	0	0	0
Total	147,858	120,096	50,979	88,800	31,296

Apr 23 (actual)	May 23 (actual)	Jun 23 (actual)	Jul 23 (actual)	Aug 23 (actual)	Sep 23(actual)	Oct 23(actual)	Nov 23(actual)
£	£	£	£	£	£	£	£
183	184	184	184	184	184	184	184
0	0	0	137	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	39,759	0	160	560	8,010	720	160
0	0	0	0	0	0	0	0
183	39,943	184	481	744	8,194	904	344

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Income	2022/23 FY	23/24 Budget	YTD To Nov 23 (actual)	Forecast 2023/24	Forecast Under/ Overspend 2023/24
Leases	-12,000	-12,000	-12,000	-12,000	0
Berthing fees	-2,046	0	0	0	0
Other income	0	0	0	0	0
Total	-14,046	-12,000	-12,000	-12,000	0

Apr 23 (actual)	May 23 (actual)	Jun 23 (actual)	Jul 23 (actual)	Aug 23 (actual)	Sep 23(actual)	Oct 23(actual)	Nov 23(actual)
0	0	0	0	-12,000	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	-12,000	0	0	0

Net position	133,812	108,096	38,979	76,800	31,296
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183	39,943	184	481	-11,256	8,194	904	344
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Note
Overheads and capital costs not included in the above figures

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Newport Harbour Monthly Safety Report September to November 2023

1. Overnight visitor and Short Stays

	Newport Harbour			Folly		
	Overnights	Short stay	Total	Overnights	Short stay	Total
September	194	21	215	90	45	135
October	87	3	90	4	1	5
November	7	2	9	Awaiting numbers		

- The Designated person conducted his Port Marine Safety Code Audit.
- The scheduled Designated person held Liaison Calls.
- Harbour Committee Meeting was held in September.
- The Hazmat training/review was held.
- Harbour User Group meeting was held.
- MCA Port Waste Management site visit was conducted.

2. Events

There were no public events at the harbour during this period.

- Odessa Boat Yard conducted their winter lift out on the 16.10.2023.
- On the 01.11.2023 IWC Licensing and DVSA ran their 2nd Taxi inspection operation at Harbour South carpark, utilising the harbour office.
- Island Roads carried out their inspection of the flyover bridge over the 21& 22.11.2023. their equipment was stored overnight on the quay. The access road from Quay Street was closed during the inspection.

3. Results of periodic inspections

3.1. Inspections of navigation aids

Periodic inspections have been carried out of the channel and navigation aids, some of which have been completed from land. All navigation aids are in place, their colour and characteristics as required by IALA recommendations. Daily inspections were carried out from land up to the Newport Rowing Club in this period and 29 times by launch by harbour staff.

- All navigational buoys were cleaned.
- Trinity House conducted their routine annual inspection in September.
- Port channel buoys 14 and 18 were changed for freshly refurbished buoys in November.

3.2. 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. Daily inspections were carried out from land and by boat during this period.

3.3.

3.3.a Inspections of quays, steps, pontoons, gangway, piles, and cleats

Daily inspections have been carried out at Newport harbours and found to be in position and in good order inspected were carried out in this period. Periodic checks of the Folly pontoons by harbour staff.

- On 23.09.2023 the Newport visitor pontoon was inspected and the loose screws were tightened or replaced.
- Folly Swing mooring chains were un-twisted and inspected on the 01.09.2023.
- The Newport visitor pontoon was power washed on the 09.11.2023 by harbour staff.
- Folly West B & Visitors pontoon was swept on the 14.11.2023.
- On the 25.11.2023 the Harbour Office pathways and pontoon entrance were salted, due to the temperature.
- On the 26.11.2023 one of Newport visitor pontoon safety ladder fixings were tightened.

3.3.b Inspections of lights, electric pods and water stands

Daily inspections have been carried out on the lights, electric pods and water stands in this period.

- On the 13.09.2023 the worn electricity box locks were replaced by harbour staff.
- On the 10.10.2023 a leak on one of the visitors water standpipes was fixed by harbour staff.

3.4. Inspections of life rings, fire extinguishers

Inspections were carried out and all existing life rings, fire extinguishers and safety ladders were found to be in position and in good order. Daily inspections of Newport and 29 times at the Folly were carried out on this period.

- Life rings and fire extinguishers were opened and fully inspected on the 05.09.2023, 03.10.2023 and 01.11.2023.
- In this period there have been 9 life rings, or their boxes, tampered with. Some of these issues could have been due to the strong winds. Sadly, I believe some were due to members of the public.

3.5. Slipways Inspection

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

- Seaclose slipway was cleaned on the 08.09.2023.
- The Folly slipway was cleaned on the 26.09.2023, 03.10.2023, 20.10.2023 and 21.11.2023.
- Newport north and south slipways were cleaned on the 02.10.2023.

3.6. Work Boats and Truck

The monthly check sheet has been completed.

Launch

- The Harbour Launch was pumped out as and when required.
- The Harbour Launch equipment was checked.
- The Bilge pump on Launch diaphragm was split and was replaced.

Dory

- The Harbour Dory was fitted with an auto pump. Checked operating when Launch is pumped.
- The Dory's equipment list was checked.

Vehicle

- The Harbour Ford Ranger pick-up truck was changed for a Citroen Berlingo van in September. This van was inspected by harbour staff on the 12.09.2023. The van was booked into the garage on the 18.09.2023 for scheduled work.

Harbour pump

- Was run though with fresh water after each use.

4. Incidents and emergencies

4.1. Collisions

- None recorded.

4.2. Fire or explosion

- None reported.

4.3. Vessels grounding

- Folly mooring holder anchored on the east bank of the Folly foreshore on the 21.11.2023. Boat was checked at low water by harbour staff and the owner was contacted. The vessel was returned to her mooring by owner on the 24.11.2023.

4.4. Loss of vessel stability

- In this period, 13 boats were pumped out by harbour staff, some of these numerous times. The owners were contacted and a Folly pontoon berth holder was contacted due to the level of water in their boat by harbour staff.
- On the 26.10.2023 a sunken and capsized 5-meter dory was found and taken to the Folly slipway, where it was recovered to shore by the owner.
- On the 23.11.2023 a vessel alongside Folly West B pontoon sank. The owner was informed. Advice offered regards her recovery at earliest opportunity. It is hoped it will be recovered by Kingston Boatyard under the owner's instruction at the start of December 2023.

4.5. Pollution

- Due to large tides and the heavy rain fall, a large amount of tree branches and roots were noted and recovered where necessary. The largest being a tree trunk (6 foot by ½ foot) and tree root ball.
- On the 21.11.2023 the deck items that found themselves in the river alongside the vessel married alongside Harbour North Quay, were recovered and placed within the boat hull.
- There was a small amount of fuel from the sunken boat from the 23.11.2023, however the owner confirmed there was only a small amount of fuel on board. Due to the weather, coupled with the strong water flow and the position nearly fully submerged alongside the pontoon, it was felt to be impractical and unnecessary for absorbent equipment to be deployed. The saturation will continue to be monitored until the vessel is removed. Environment Agency informed.

4.6. Dangerous occurrences / near misses

- On the 08.09.2023, harbour staff re-secured a mooring chain onto West 29 (Audacity) fitted with extended chain and small chain link. Owner informed via email.
- On the 14.09.2023 a visiting yacht with a fin keel, lent away from the quay wall. Lines held and no damage seen. Harbour staff discussed with owners and agreed to help resecuring at around 21.00 when the tide was back in and when their concert had ended. The vessel was turned by lines around and re-moored

with the owner and a member of harbour staff. She lay well alongside the quay on that side and stayed for 4 nights in total.

- On the 24.09.2023 a voicemail was left on the phone at 7.00pm Sunday night about vandals messing with shore safety equipment and Dory. The vandals had removed 2 life rings which were retrieved from the river and returned. Other various life rings holders were opened. Also received reports that youths were messing around on customers boats and our Dory. Incident reported to the Police.
- On the 30.11.2023 a vessel from a west swing mooring was found on the Folly west bank, the vessel was recovered by harbour staff and returned to a mooring.

4.7. Reportable Accidents

- On the 20.10.2023, during Harbour staff routine checks, we were alerted by members of the public that at the side of the Premier Inn, a man's body had been discovered behind the pub on the riverbank. They went on to say that they had called the Police. This was 10.32 am. Harbour staff, accompanied by a member of the public, confirmed that there was a body and that he was face down with no sign of life. Harbour staff waited for the authorities to arrive and returned to the office and contacted SHM. The body was removed by the fire brigade and Harbour staff liaised with the police on site if they needed any other information. MAIB was contacted regarding the incident harbour were advised no further action is required by us.

4.8. Defects affecting Marine Safety

- On the 28.09.2023, Harbour staff received information from visiting vessels that at 2140 the previous night (27.09.2023) the police and ambulance were called to attend an incident at the harbour area. Raised voices and arguments were heard. It transpired that a man had gone into the river. He was safely recovered and treated within the ambulance.

5. Additional Information

- Litter picks undertaken in September. Undergrowth cleared / cut back around harbour site including around the Classic Boat Museum shed.
- On the 20.09.2023 the trees north of the hotel were showing wind damage. This was investigated and photos taken by harbour staff, and parks notified. On the 21.09.2023 members of parks inspected the trees. The damaged branch was cut down and removed on the 28.09.2023.
- On the 05.09.2023 a damaged tender to collect on end of West B.
- Fire brigade on Harbour site on the 18.10.2023. There was no fire on the Harbour at the time. Barrier opened at their request, closed on the 19.10.2023.
- On the 19.10.2023 at 1145, a vehicle reversed into Hillside barrier. Damage was done to the vehicle - rear window smashed. No damage to the barrier.
- On the 06.11.2023, two more sections of the Premier Inn fence were blown down, slightly blocking access. The Premier Inn was informed, and the Harbour's concerns regarding the possibility of it ending up in the river. Raised again by Harbour staff on the 15.11.2023.
- On the 07.11.2023, in preparation for the Harbour staff using Body worn cameras, signs informing the Harbour users and general public were put up at all entrances to the Harbour site. The "No Swimming" sign was re-fixed on the north slipway.
- On the 24.11.2023, two rough sleepers had taken up residence under the flyover on the west side of the river next to the quay edge. This has been reported.
- The Harbour COSHH Register was reviewed and updated in the last 2 weeks of November 2023.

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