



Complete Agenda

Democratic Service
Swyddfa'r Cyngor
CAERNARFON
Gwynedd
LL55 1SH

Meeting

PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE

Date and Time

5.30 pm, WEDNESDAY, 8TH MARCH, 2017

Location

Y Ganolfan, Porthmadog, Gwynedd, LL49 9LU

Contact Point

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(DISTRIBUTED 28/02/17)

MEMBERSHIP:

Gwynedd Council:

Councillor E. Selwyn Griffiths
Councillor Alwyn Gruffydd
Councillor Jason Humphreys

Local Member
Local Member
Local Member

Co-Opted Members:

Coun. Gavin Buckley
David Mclean
David Eastwood
Dr John Jones-Morris
Ian Roberts
Robert Owen
Peter Lunt Williams

Representing Porthmadog Town Council
Representing Landowners' Interests
Representing Harbour Interests
Representing Leisure Interests
Representing Industrial Interests
Representing Commercial Interests
Representing Cricieth Lifeboat Insitution

Observers:

Councillor Mandy Williams-Davies
Councillor David Richardson
Councillor Gethin Glyn Williams
Councillor Michael Sol Owen

Cabinet Member for Economy
Aberdyfi Harbour Consultative Committee
Barmouth Harbour Consultative Committee
Pwllheli Harbour Consultative Committee

A G E N D A

1. APOLOGIES

To receive any apologies for absence.

2. DECLARATION OF PERSONAL INTEREST

To receive any declaration of personal interest.

3. URGENT BUSINESS

To consider any items which are urgent matters in the opinion of the Chairman.

4. MINUTES

4 - 6

The Chairman will propose that the minutes of the meeting of this committee, held on 12 October 2016, be signed as a true record.

5. UPDATE ON HARBOUR MANAGEMENT MATTERS

7 - 13

To submit a report by the Maritime and Country Parks Officer.

6. DATE OF THE NEXT MEETING

To note that the next meeting of the Porthmadog Harbour Consultative Committee will be held on 11 October 2017.

Agenda Item 4

PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 12/10/16

PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 12/10/16

PRESENT: Councillor Alwyn Gruffydd (Chairman)
Councillor Selwyn Griffiths (Vice-chairman)

Councillors: Jason Humphreys (Gwynedd Council), along with Gavin Buckley (Porthmadog Town Council Representative), Dr John Jones-Morris (Leisure Interests Representative), Robert Owen (Commercial Interests Representative) and Peter L. Williams (RNLI Representative).

ALSO PRESENT: Barry Davies (Maritime and Country Parks Officer), Llŷr B. Jones (Senior Manager Economy and Community Department), Arthur Jones (Senior Harbours Officer), Malcolm Humphreys (Porthmadog Harbour Master) and Bethan Adams (Member Support and Scrutiny Officer).

APOLOGIES: Councillor Mandy Williams-Davies (Cabinet Member for Economy), David Eastwood (Harbour Interests Representative) and David McLean (Landowner Interests Representative).

1. CHAIRMAN

RESOLVED to re-elect Councillor Alwyn Gruffydd as chairman of this Committee for the year 2016/17.

2. VICE-CHAIRMAN

RESOLVED to re-elect Councillor Selwyn Griffiths as vice-chairman of this Committee for the year 2016/17.

3. DECLARATION OF PERSONAL INTEREST

No declarations of personal interest were received from any members present.

4. MINUTES

The Chairman signed the minutes of the previous meeting of this Committee, held on 9 March 2016, as a true record.

5. UPDATE ON HARBOUR MANAGEMENT MATTERS

The Maritime and Country Parks Officer guided the members through the report, drawing attention to the following main points:

- That there had been a small reduction in the number of boats on the annual moorings with 129 compared with 142 boats in 2015. It was noted that boats tended to be larger. 21 boats had left in 2016 with 17 new boats moored in the Harbour in 2016.
- It was noted that 37 power boats had been registered in the Harbour in 2016 compared to 30 that were registered in 2015. It was confirmed that 31 power boats had been registered at Morfa Bychan compared to the 14 registered in 2015.
- No observations had been received relating to the Marine Safety Code since the previous meeting.
- That the Senior Harbours Officer was reviewing the safety code and it was hoped that the Senior Coastguard Inspector would be visiting the Council early in 2017 to inspect and give feedback on the code.

PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 12/10/16

- The Harbour By-laws would be considered in the Spring with the intention of presenting and putting them in force to aid in dealing with the speeding problem. Reference was made to the Neifion campaign launched in the summer in order to make it easier for people to contact the authorities if they believed that someone was disturbing marine life and breaching the Marine Safety Code.
- Trinity House had conducted an inspection on 26 July 2016. The report confirmed an improvement in the condition and location of the navigation aids compared with previous reports.
- Substantial investment had been made in Cwch y Dwyfor and it was confirmed that it would be located in Porthmadog to assist with the maintenance of navigation aids in the Harbour.
- There was no mariners' notice in force in Porthmadog harbour.
- That the employment period of the Porthmadog Harbour Assistant (seasonal) ended on 30 September 2016. In order to ensure support for and a continuation of the service across the County, it was noted that the employment period of the Barmouth and Aberdyfi Harbour Assistants has been extended until the end of December 2016. It was explained that the Barmouth Harbour Assistant would be relocated to Porthmadog for the initial period in order to secure additional assistance in Porthmadog over the winter months.
- That the Harbour Master's secondment period would be periodically reviewed.
- An enquiry had been received from a merchant shipping company as to the possibility of importing heavy cargo on board merchant ships to Porthmadog for the purpose of supplying a nearby power station. It was noted that the company's attention had been drawn to the complexities and it was confirmed that should it be decided to import, the company would be responsible for any costs associated with the proposal.
- The budgetary situation up to the end of September 2016, and it was noted that it was not anticipated that the income target would be met for the financial year.
- That the CCTV system invested into in order to protect Harbour property and users had assisted the Police in their investigation into three cases.
- It was recommended to increase the Porthmadog Harbour fees for the 2017-18 financial year, 2% on average in order to meet the service's budgetary challenge and income target. It was noted that it was believed that the fees remained reasonable, considering the facilities in the Harbour and the investment made. It was explained that the Cabinet Member - Economy would confirm the fees early in 2017.

The Maritime and Country Parks Officer referred to cases where members of the public who accessed Banc y Gogledd on low tide had got into difficulties when the tide was coming in. It was noted that efforts had been made to raise awareness of the matter and leaflets had been shared out around the caravan parks. It was explained that there was a sign in the entrance and signage in Ffordd Gwydryn, explaining the danger, and when Council staff were present, they could report to the emergency services. It was noted that a review would be undertaken of the situation to ensure that the current provision was sufficient. It was reported that a letter of gratitude had been received from an individual who had received assistance from the staff of the Council, the Coastguard and the RNLI.

The RNLI Representative was given an opportunity to submit a report on the issue. He noted that Cricieth Lifeboat had saved 11 individuals in this area over the current year and that he was terribly concerned about the situation. He drew attention to the fact that the RNLI had undertaken a safety survey in the Portmeirion area a few years ago and that the improvements introduced showed their value as only one call had been received from this area this year and there had been no incident during 2015. He emphasised concern that the signage in the Banc y Gogledd area was not uniform or standard. He suggested that the

RNLI should be asked to undertake a safety survey in the Glaslyn estuary area and Black Rock Sands.

Members expressed their support to holding a safety survey and having a subsequent conversation to consider how the situation could be improved within the resources available.

The Senior Manager – Economy and Community noted that a substantial challenge was becoming apparent on the coastline in terms of achieving the statutory duties within the budget. In light of the financial challenge, there was a need to collaborate with other agencies to ensure provision and the assistance of the RNLI was welcomed in order to add to the expertise of the Council's staff in dealing with the issue. It was noted that the signage in this area was in keeping with signage on the rest of Gwynedd's coastline in order to ensure consistency across the County. It was added that consideration should be given to local solutions to situations and to look at the role of other entities.

The Maritime and Country Parks Officer confirmed that he would contact the RNLI in relation to the safety survey.

The Chairman took advantage of the opportunity to thank the staff of the Coastguard, RNLI and the Council for their work.

The Harbour Master provided details on the maintenance work programme and members were asked to inform the service of any other work that needed to be done. Members noted their gratitude to the staff for responding as soon as possible when they were informed of work that needed to be done.

An update was received from the Leisure Interests Representative on the Porthmadog Sailing Club scheme to install pontoons on the Harbour wall. He noted that feasibility studies were continuing and it was hoped that the situation could be confirmed by the next meeting of the Consultative Committee. In response to a question by a member, the representative noted that there was work to be completed before a consultation could be undertaken with other Harbour users.

5. NEXT MEETING

It was noted that the next meeting would be held on 8 March, 2017.

The meeting commenced at 5.35pm and concluded at 6.50pm

CHAIRMAN

MEETING	Porthmadog Harbour Consultative Committee
DATE	08 March 2017
TITLE	Update on Harbour Management Matters
AUTHOR	Maritime and Country Parks Officer

1. Marine Safety Code

- 1.1 The Safety Code is a 'live document' and is regularly reviewed by the Service. It is also necessary for the Service to receive the comments and views of Consultative Committee Members on the suitability of the Marine Safety Code as well as regular observations on its contents, in order that it may be reviewed to be relevant to the activities of the harbour, standard of aids to navigation, suitability of the by-laws, safety and general work at Porthmadog Harbour.
- 1.2 No matter or cause for concern has been submitted for the attention of the service during 2016 or the start of 2017 which are linked to the statutory responsibilities and duties of the Harbour.
- 1.3 The Service was expecting an inspection by an inspector from the Coastguard Agency in January. However, unfortunately, due to the lack of capacity the inspection has not taken place and the Service expects to re-organise the inspection. It is anticipated that the inspection will now take place in September 2017.

2. Operational Issues

2.1 Navigation

- 2.1.1 A detailed inspection will be conducted by Trinity House Lighthouse Authority inspectors on 31 July 2017. Due to recent investments it is anticipated that the report will confirm the continuation in the improvement of the condition and stations of Porthmadog Harbour Aids to Navigation.
- 2.1.2 The Navigational Aids maintenance work programme has been completed in accordance with the agreement, instruction and guidance of the Consultative Committee. An update of the current situation will be given to Members by the Harbour Master at the meeting.
- 2.1.3 Two Mariners' Notices are in operation in Porthmadog harbour. The current notice is for Bar Buoy Number 1 (Sandbank) - which is not on station (notice no. 10). Buoy No. 3 (notice no. 9) is also off station and mariners are warned to navigate with care in this area until the aids have been re-located to their correct stations. Trinity House has been informed of the situation at Porthmadog via the PANAR system.
- 2.1.4 It is proposed to maintain the existing Fairway Buoy by bringing the existing buoy to shore for maintenance by the staff. The Service will commission a contractor to undertake this work and have instructed that the work needs to be completed before Whitsun 2017.

2.1.5 The Porthmadog Harbour navigation channel has changed significantly over the past few weeks, particularly in the Cwt Powdwr area. The Service regularly inspects the channel at low tide in order to try to ensure that the aids to navigation are in the most suitable location. Due to the consistent change in channel, ensuring that the aids are in the right position is challenging.

2.2 **Maintenance**

2.2.1 An update on arrangements and a work programme for maintaining key elements of Porthmadog harbour will be submitted by the Harbour Master at the meeting.

2.2.2 The Harbour Master will also submit a maintenance work programme to be undertaken at Porthmadog Harbour during the January - March 2017 period, and will provide an outline of the work programme to be completed in October - December 2017. Feedback from Committee members is requested on any additional work that will need to be considered and included in the work programme.

2.3 **Staffing Matters**

2.3.1 The employment period of the Porthmadog Harbour Assistant (seasonal) ended on the 30 September 2016. As was reported, the employment contracts of two Harbour assistants were extended to 31 December 2016. In order to ensure the continuation of the service and the completion of key work the posts have been extended up until the end of March 2017 with a three days a week arrangement, namely Tuesday, Wednesday and Thursday.

2.3.2 Both harbour assistants will be part of the wider team within the Maritime and Country Parks Service and will support and enable the Service to respond to incidents and complete the maintenance work programme at Aberdyfi, Porthmadog and Barmouth harbours over the winter months. It is very much hoped that the posts will return to be full-time at the three Harbours from 1 April 2017 up until 30 September 2017.

2.4 **Other matters**

2.4.1 **Signage.** During the next few weeks the Service, jointly with other agencies, will undertake a review of the safety signage at the Harbour, safety signage at Morfa Bychan beach and coastal safety signage in the Cwt Powdwr area. The Service will consider any change that will have been identified during the inspection.

2.4.2 Service officers have already visited the Portmeirion site and have noted that type of signage and wording on signs used in this area. New signage has been placed on Black Rock sands in order to draw attention to the North Bank hazards and additional signage will be placed on the site in March.

2.4.3 Harbour Ladders. Three ladders have been renovated in the quay area and it is anticipated that other ladders will be renovated over the course of the next year.

2.4.4 A boat which had been left to deteriorate near Ballast Quay has been secured and moved to the slipway area. The Service will contact the owners and draw their attention to the intention to sell or dispose of the boat unless it is removed from the Harbour over the next two months.

3. Financial Matters

3.1 A summary of Porthmadog Harbour's budget, reporting on the current financial situation, is attached. It is anticipated that expenditure profile will be in line with the projections of the third Quarter.

3.2 During the last period, it was necessary to commit financial resources for the following: -

- Maintenance and purchasing of Navigation Aids and Lights
- Maintenance of equipment and furniture.
- Porthmadog Harbour mooring maintenance scheme
- Extending staff employment periods.
- Harbour grounds and building maintenance.

3.3 Budgets are monitored monthly and a Second Quarter Review was conducted during the first week of October. The appendix is a reflection of the second quarter review.

3.4 **Fees and Charges 2017/18.** Attached is a spreadsheet for Porthmadog Harbour proposed fees in 2017 that has already been submitted to the Harbour Committee requesting comments. It is confirmed that the inflation rate of Gwynedd Harbours for 2017/18 will be 1.85%. In order to meet with the budget challenge and the service's income target it was suggested that Porthmadog harbour fees are increased by 2% on average for the 2017/18 financial year. The increase in the Harbour Tolls fee will be standardised so that there will be no difference between the Local Fee and Other Fees on the Harbour Tolls element. This means that there will be no increase in the Harbour tolls for those who are not full-time residents in Gwynedd.

3.5 In 2017 the Council will need to add a fee for each mooring in each Harbour under the Council's management. The fee has been added by the Crown Estate who claim £25.00 from each mooring in the harbour. It is a requirement that the Council, as the Harbour Authority, charges and collects this fee on behalf of the Crown Estate. There is no VAT attached to the additional fee. The additional fee is also payable for visitor moorings and this payment will need to be funded via the Harbour budget.

3.6 It was stressed that only a second draft had been submitted before Members thus far, and the fees were subject to the receipt of confirmation from the Portfolio Leader before the end of March 2017. All Harbour customers have received a copy of the proposed fees and an application form for a mooring for 2017/18.

Maritime and Country Parks						
DG53-PORTHMADOG		End January-2017				
GROUP	ACC	DESCRIPTION	BUDGET	EXPENDITURE	COMMITMENT	OVER (UNDER)
Staff	AGWE	Staff Costs	42,160	36,345	2,000	(3,815)
Property	BEID	Ground and Buildings	21,350	2,384	5,000	(13,966)
Transport	CTRA	Boat and Vehicles	520	999	161	640
Equipment	DCYF	Tools and Equipment	9,590	12,001	2,000	4,411
Income	INCM	Harbour Income	(80,470)	(71,222)	(2,248)	7,000
Total	CYF	Total	(6,850)	(19,493)	6,913	(5,730)

Harbwr Porthmadog Harbour

2017/18

Prisiau yn eithrio TAW	2016-17	2016-17	2017-18	2017-18	Prices exclude VAT
<i>Er manteisio ar y ffi 'lleol' mae yn hanfodol fod daliwr yr angorfa wedi bod yn breswyl yn barhaol a llawn amser yng Ngwynedd am y bum mlynedd diwethaf.</i>	Lleol Local Ex. VAT	Eraill Others Ex.VAT	Lleol Local Ex. VAT	Eraill Others Ex.VAT	<i>For a 'local' rate to apply the applicant must have been resident in Gwynedd on a permanent and full time basis for the previous five years</i>
Tollau Harbwr y fedr (Ffi blynyddol. Pob cwch)	32.70	34.00	34.00	34.00	Harbour Dues per meter (Annual fee. All vessels)
Ffi Trwydded Angorfa Stad Y Goron-pob angorfa (Eithrwyd TAW)	-	-	25.00	25.00	Crown Estate Mooring License-all moorings (VAT exempt)
Rhent Angorfa Dŵr Dwfn + Tollau Harbwr Ardal 1	321.42	396.29	327.85	404.22	Deep Water Mooring Rental + Harbour Dues Area 1
Rhent Angorfa Dŵr Dwfn + Tollau Harbwr Ardal 2	299.47	376.53	305.46	384.06	Deep Water Mooring Rental + Harbour Dues Area 2
Rhent Angorfa Dŵr Dwfn + Tollau Harbwr Ardal 3	277.49	352.35	283.04	359.40	Deep Water Mooring Rental + Harbour Dues Area 3
Rhent Angorfa Gwlyb + Tollau Harbwr Ardal 1	289.03	363.34	294.81	370.61	Wet Mooring Rental + Harbour Dues Area 1
Rhent Angorfa Gwlyb + Tollau Harbwr Ardal 2	267.05	341.13	272.39	347.95	Wet Mooring Rental + Harbour Dues Area 2
Rhent Angorfa Gwlyb + Tollau Harbwr Ardal 3	245.09	321.59	249.99	328.02	Wet Mooring Rental + Harbour Dues Area 3
Rhent Angorfa Sych + Tollau Harbwr Ardal 1	188.07	233.06	191.83	237.72	Drying Mooring + Harbour Dues Area 1
Rhent Angorfa Sych + Tollau Harbwr Ardal 3	144.14	189.12	147.02	192.90	Drying Mooring + Harbour Dues Area 3
Trwydded Angorfa - Angorfeydd Preifat (Angorfeydd ôl a blaen yn unig) yn cynnwys Borth y Gest	44.14	44.14	45.02	45.02	Mooring License – Private Moorings per mooring (Fore and aft moorings only) including Borth y Gest
Cwch ymwelwyr – Dyddiol neu rhan o ddiwrnod					Visiting Vessels – Daily or part of day
Cwsmeriaid Harbwr/Marina Cyngor Gwynedd	5.00	-	5.00		Gwynedd Council Harbour/Marina Clients
Pob Cwch Ymweld Arall	-	6.67		6.67	All Other Visiting Vessels
Ardal 4 Borth-y-Gest					Area 4 Borth-y-Gest
Pris y fedr am flwyddyn	18.89	34.00	19.65	34.68	Price per meter per annum
Cychod Masnachol (Cofrestredig) Pris y D.G dyddiol neu rhan diwrnod	0.66	0.66	0.66	0.66	Commercial Vessels (Registered) Price per G.R.T per day or part of day
Trwydded Parcio a Lansio – uchafswm 50 llestr	1418.59	-	1446.96	-	Park and Launch License – max 50 vessels
Lansio cychod eraill – fel ffioedd lansio traethau	-	-	-	-	Launching fees – as per beach launching fees
Gaeafu ar ddŵr yr Harbwr + 25% Tollau Harbwr	151.60	151.60	154.63	154.63	Vessels on winter moorings + 25% Harbour Dues
Diddymu cais angorfa. Gorddewisol	Rheol 1/18	Rule 1/18	Rheol 1/18	Rule 1/18	Cancellation of mooring (Discretionary)

Ffioedd Lansio a Chofrestru Cychod Pŵer & Badau Dŵr Personol
Powerboats & Personal Watercraft Launching and Registration Fees

01/04/2017 – 31/03/2018

Holl ffioedd ddim yn cynnwys TAW / All fees exclusive of VAT

	Ffi Adnewyddiad (Trwyddedau Bach)	2016/17	Renewal Fees (Small Permits)
	Ail-cofrestru Blynyddol	£25.00	Annual Re-registration
	Ceisiadau Llestr Newydd (Trwyddedau Mawr a Bach)		New Vessel Applications (Large and Small Permits)
	Cofrestru Blynyddol	£33.33	Annual Registration
	Ffi Lansio		Launching Fees
Page 12	Lansio dyddiol - Llithrfeydd/Traethau Cyffredinnol	£8.33	Daily launch – General Slipways/Beaches
	Lansio dyddiol - Traeth Morfa Bychan (yn cynnwys parcio)	£10.83	Daily launch – Morfa Bychan Beach (includes parking)
	Trwydded Lansio Blynyddol (1 Ebrill – 31 Mawrth) <u>Cynnwys Ffi Cofrestru</u>	£116.67	Annual Launching Permits (1 April – 31 March) <u>Inclusive of Registration Fee</u>
<p>Only Postal Applications are accepted at the Main Council Offices in Pwllheli. In Person applications will be processed on the day at any of the Council's harbour offices, or during the summer season at the main resort beaches.</p>			
	Trosglwyddo / Ailddodiad		Transfer / Replacement
	Ceisiadau drwy'r post yn unig i <u>Swyddfa Forwrol y Cyngor ym Mhwllheli</u>	£33.33	Postal application only to the <u>Council Maritime Office in Pwllheli</u>
	Cychod llai na 10 HP		Vessels under 10 HP
	Ffi Cofrestru Blynyddol – <u>Ceisiadau Mewn Person yn Unig</u>		Annual Registration Fee – <u>In Person Application Only</u>
	Yn Swyddfeydd yr Harbyrau neu ar y Prif Draethau gyda'r cwch ar gael er ei archwilio	£20.83	At the Harbour Offices or at the main Resort Beaches, with the vessel available for inspection



Harbwr Porthmadog Harbour

Mae'r slanel yn newid cwrs yn rheolaidd. Cyngorir bod morwyr yn cysylltu gyda'r Harbwrfeistr am y wybodaeth diweddaraf.

The channel changes course regularly. Please contact the Harbourmaster for the latest information.

01766 512927 / 07879 433147
VHF: 12 / 16

MORFA BYCHAN

CWT POWDR

BORTH Y GEST

CEI BALAST

Nid yw cael ei ddefnyddio ar gyfer mordwyo
Not to be used for navigation

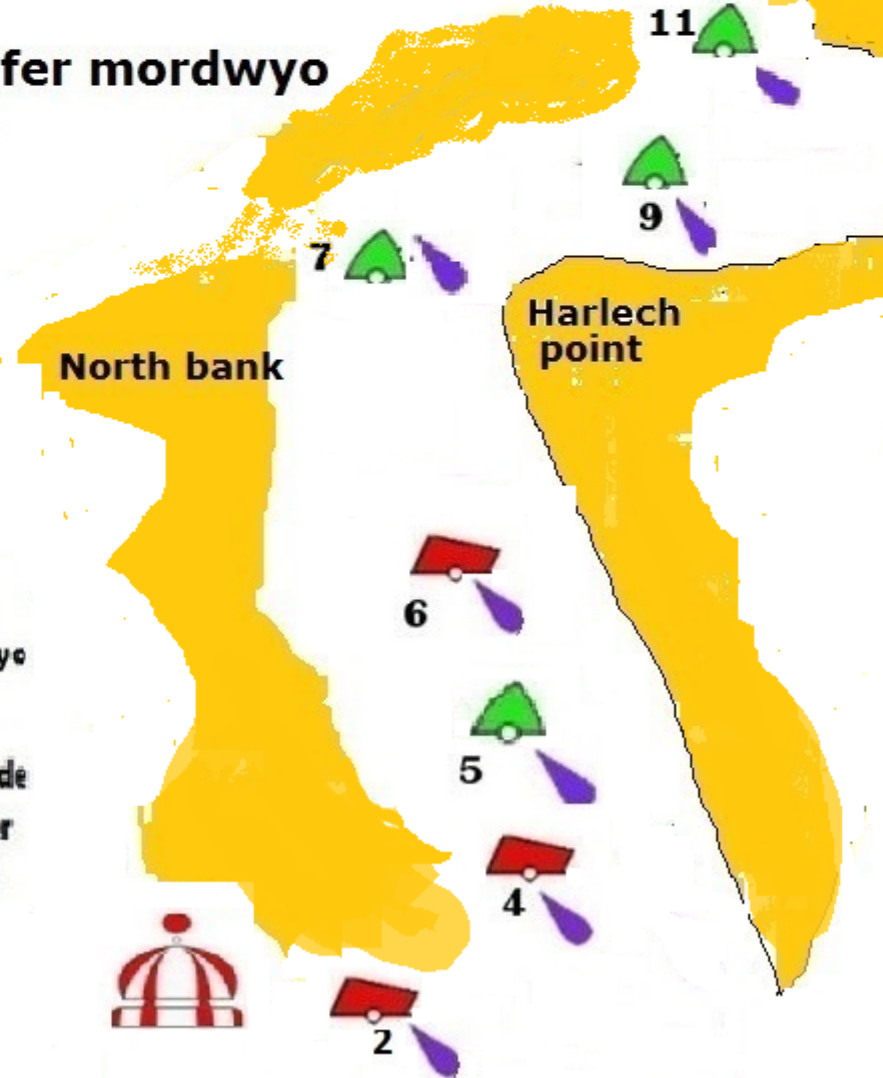
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Cyngorir morwyr i beidio â mordwyo drws y draethell oni bai Oddi fewn 2 awr pob ochr pen llanw (dibynnol ar gyflwr y môr) I-gychod gyda drafft fwy na 1.5m cyngorir morwyr i beidio mordwyo Dros y draethell oddi fewn 1.5 awr bob ochr pen llanw.

The channel should not be used at any time, other than 2hrs Either side Of High water (Dependant on sea state) Vessels with A draft greater Than 1.5 should only use the Channel 1.5hrs Either side of high water.

CYNGOR GWYNEDD COUNCIL
Uned Morwrol a Pharciau Gwledig
Maritime and Country Parks Unit



Harbwr Porthmadog Harbour
Latitude & longitude
As from the **05/01/2017**

Fairway	LFlw 10s	52° 52. 351 N	004° 10. 013 W
1			
2	Q FL R	52° 52. 476 N	004° 09. 566 W
3			
4	FL R(2)5s	52° 52. 795 N	004° 09. 240 W
5	FL G(2)5s	52° 53. 080 N	004° 09. 377 W
6	FL R (3)10s	52° 53. 428 N	004° 09. 646 W
7	FL G (3)10s	52° 53. 787' N	004° 09. 353 W
9	FL G (4)15s	52° 54. 099 N	004° 09. 099 W
11	FL G (5) 20s	52° 54. 353 N	004° 08. 905 W
Temp	Unlit	52° 54. 488 N	004° 09. 054 W
8	FL R (4)15s	52° 54. 521 N	004° 09. 068 W
10	FL R 2.5s	52° 54. 587 N	004° 09. 005 W
13	FL G 2s	52° 54. 604 N	004° 08. 644 W
12	FL R 4s	52° 54. 638 N	004° 08. 302 W
14	FL R 6s	52° 54. 764 N	004° 08. 147 W
15	FL G (2) 5s	52° 54. 884 N	004° 07. 968 W
17	FL G 6s	52° 55. 015 N	004° 07. 866 W

Harbwrfeistr Harbourmaster
malcolmhumphreys@gwynedd.gov.uk