



Complete Agenda

Democratic Service
Swyddfa'r Cyngor
CAERNARFON
Gwynedd
LL55 1SH

Meeting

PWLLHELI HARBOUR CONSULTATIVE COMMITTEE

Date and Time

6.00 pm, TUESDAY, 20TH MARCH, 2018

Location

Committee Room, Council Offices, Ffordd y Cob, Pwllheli, Gwynedd, LL53 5AA

Contact Point

Bethan Adams

01286 679020

BethanAdams@gwynedd.llyw.cymru

(DISTRIBUTED 13/03/18)

MEMBERSHIP:

Gwynedd Council:

Councillor Dylan Bullard
Councillor Peter Read
Councillor Hefin Underwood

Local Member
Abererch Local Member
Local Member

Co-Opted Members:

Ifor Hughes

Pwllheli and District Boat Owners
Association

Stephen Tudor

Representing Pwllheli Sailing Club and Plas
Heli

David Dewsbury

Representing Hafan Berth Holders
Association

Wil Partington

Representing Pwllheli Maritime Traders
Association

Andrew Picken
Councillor Mici Plwm
Alwyn Roberts

Representing Pwllheli Chamber of Trade
Representing Pwllheli Town Council
Representing Pwllheli Lifeboat Institution

Observers:

Councillor Ioan Thomas
David Williams
Councillor Rob Triggs
Dr John Jones-Morris

Cabinet Member for Economic Development
Aberdyfi Harbour Consultative Committee
Barmouth Harbour Consultative Committee
Porthmadog 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 ITEMS

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

4. MINUTES

4 - 8

The Chairman will propose that the minutes of the meeting of this committee, held on 17 October 2017, be signed as a true record.

5. UPDATE ON HARBOUR MANAGEMENT MATTERS

9 - 37

To submit the report of the Maritime and Country Parks Officer.

6. REVIEW OF HAFAN PWLLHELI AND HARBOUR

38 - 40

To submit the report of the Economy and Community Senior Manager.

7. DATE OF THE NEXT MEETING

To note that the next meeting of the Pwllheli Harbour Consultative Committee will be held on 16 October 2018.

PWLLHELI HARBOUR CONSULTATIVE COMMITTEE 17/10/17

Present: Councillor Hefin Underwood (Chair)
Councillor Peter Read (Vice-chair)

Councillor Dylan Bullard (Gwynedd Council); along with David Bayly (Pwllheli Marina Berth Holders' Association), Ifor Hughes (Pwllheli and District Boat Owners Association), Councillor Mici Plwm (Pwllheli Town Council), Alwyn Roberts (RNLI) and Stephen Tudor (Pwllheli Sailing Club and Plas Heli).

Also in attendance: Barry Davies (Maritime and Country Parks Officer), Llŷr B. Jones (Senior Economy and Community Manager), Wil Williams (Pwllheli Harbour Manager) and Bethan Adams (Member Support and Scrutiny Officer).

Others invited: Alan Williams (Coastal Engineering UK Ltd)

Apologies: David Dewsbury (Pwllheli Marina Berth Holders' Association), W. A. Partington (Association of Maritime Traders) and Councillor Ioan Thomas (Cabinet Member - Economy Development).

1. CHAIR

RESOLVED to elect Councillor Hefin Underwood as Chair of this Committee for 2017/18.

2. VICE-CHAIR

RESOLVED to elect Councillor Peter Read as Vice-chair of this Committee for 2017/18.

3. DECLARATION OF PERSONAL INTEREST

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

4. URGENT ITEM

A member referred to the need to hold a meeting to discuss the condition of the site of the former Sailing Club. In response, the Maritime and Country Parks Officer noted that there was a need to look at the Glandon Headland in its entirety, however it should be considered whether or not the Glandon Headland was within the remit of this Committee. The Senior Economy and Community Manager noted that the service would be happy to hold a meeting to discuss the matter.

The Pwllheli Sailing Club and Plas Heli representative noted that no complaints had been referred to Plas Heli regarding the condition of the site of the former Sailing Club. He noted a concern about the condition of the Glandon car park and that Plas Heli was prepared to take part in discussions regarding improving the site.

5. MINUTES

The Chair signed the minutes of the previous meeting of this Committee, held on 21 March 2017, as a true record.

6. UPDATE ON HARBOUR MANAGEMENT MATTERS

The Senior Manager – Economy and Community referred to the Dredging Strategy and noted that Alan Williams (Coastal Engineering UK Ltd) had been commissioned together with

Gwynedd Consultancy to look at the options in terms of strengthening the Crib Groyne and reducing the sediment.

A presentation was given by Alun Williams providing details about his work in assessing and reviewing the Crib Groyne. He drew attention to four possible options and an estimate of the cost involved, namely:

1. Minimum maintenance of the existing structure (£10-15,000);
2. Higher level maintenance and reinstatement of the existing structure (£35-40,000);
3. Vertical extension/encasement of the existing structure using a combination of (a) crib steelwork or (b) sheet piling and rock armour (£125-135,000 (a) or £225-240,000 (b));
or
4. Encasement of the existing structure in rock armour (£140-150,000).

The following considerations were highlighted in terms of the options:

- Both options 1 and 2 require minimal intervention and will provide some but little in the way of improved performance compared to existing conditions;
- Options 3 and 4 by virtue of both increased elevation and improved robustness and integrity will reduce both transmission through and movement over the structure; however
- Over a ten year period, the present value of costs of these options was likely to be higher than continued practice of dredging and removal; and
- Options 1, 2 and 4 were the most flexible in terms of adaptability in future arrangements.

Members were given an opportunity to provide observations and ask questions to the consultant, and he responded to them as follows:

- In regards to increasing the length of the Crib Groyne, increasing the length of the Crib Groyne had not been included in his brief and more detailed work in term of modelling, assessing the impact and environmental considerations would need to be done. He noted that work needed to be done in the short term;
- Could possibly consider moving the trailing arm more to the left when assessing long term options;
- That using heavy rock armour or pre-fab concrete structures to reinforce, rather than a steel structure and moving the trailing arm so that it can enter deep water, was something to consider.
- Agreed that option 3 would only prevent the situation from deteriorating for a period, but was presented as not to rule it out as a possible option;
- Annual maintenance was a financial burden and therefore a study of the long term options was needed in regards of the Crib Groyne and to also consider moving the direction of the other arm.

The Senior Manager Economy and Community noted that the service was eager to implement a short term solution in the coming months. He added that a long term solution would be a 2-3 year process, therefore, it was necessary to implement a short term solution that would not restrict the possible long term options.

The Pwllheli Marina Berth Holders' Association Representative noted that it should be considered to increase the length of the Crib Groyne gradually in order to see to what length it could be extended to without complicating the process to assess if it was effective.

The Chair noted that something needed to be done in the short term before considering the long term options.

It was suggested to ask Gwynedd Council to progress with Option 4 to strengthen the current structure by encasing the structure with a rock armour. The proposal was seconded.

RESOLVED to ask Gwynedd Council to progress with Option 4 which is to strengthen the current structure by encasing it in rock armour.

The Senior Economy and Community Manager noted that a copy of the report would be circulated to the members in order for them to provide observations within three weeks. He confirmed that the service would progress in accordance with the wishes of the Committee.

The Chair thanked the consultant for his presentation.

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

- That the Members Support Officer had corresponded with every harbour organisation representative to remind them of the need to nominate a representative for the coming year and to also send a copy of the constitution and minutes of the annual meeting of the relevant groups. It was noted that the necessary information had been received from the Pwllheli Marina Berth Holders' Association, Pwllheli Town Council and the RNLI. Those who were yet to respond were asked to send the information to the Members Support Officer in the coming weeks.
- That there were 60 boats on annual moorings in the outer Harbour in 2017 compared with 58 in 2016.
- It was confirmed that 306 boats were on annual pontoon moorings in the Hafan in 2017, compared with 287, which were on pontoon moorings in 2016. The increase was encouraging and it was assumed that the change to charge fees on a Length Overall (LOA) arrangement had helped, and it was hoped that there would be an increase in numbers from year to year.
- That the Government's Department for Transport had published modifications to the Ports' Safety Code in November 2016. Copies of the new code had been circulated to all Members of the Consultative Committee and copies could also be obtained on the MCA's website.
- Between 19 and 21 September 2017, a thorough inspection was carried out by the Coastguard Agency's auditors on the current safety arrangements and systems of Gwynedd municipal harbours in order to ensure compliance with the Ports' Safety Code. The initial opinion of the auditors was that the Council complied with the requirements in general but that some aspects relating to recording duties and identifying the Duty Holder needed to be amended. The inspectors visited the harbours of Aberdyfi, Porthmadog and Pwllheli during the inspection. In terms of Pwllheli, an observation was made by the auditor that the Channel was narrow when the tide was out.
- The draft written report was awaited in the following week. It was explained that the Council had a specific period to revise its arrangements and the Coastguard Agency would revisit the service within 12 months of submitting the report when recommendations submitted in the report would be expected to be actioned. It was noted that copies of the final report would be circulated to members.
- Following a discussion with the auditors, it had been agreed in principle that it would be beneficial for the date of the second visit to coincide with the date of a Harbour Consultative Committee. It was suggested to the auditors that it could be beneficial for the auditors to attend a meeting of the Porthmadog Harbour Consultative Committee and to invite representatives from the Consultative Committees of Aberdyfi, Barmouth and Pwllheli to the meeting in October 2018.
- A detailed inspection had been conducted by Trinity House Lighthouse Authority inspectors on 2 August 2017, and no matters had arisen.
- Thus far, three reports had been submitted to the attention of the Marine Accident Investigation Branch (MAIB) reporting on events relating to boats in Gwynedd. One event reported on was a boat which capsized within an authorised area of Pwllheli Harbour. A power boat was travelling from the direction of Abersoch to Pwllheli at a

safe and reasonable speed when the boat was capsized by a wave. The sailors suffered no injuries and the boat was retrieved by the Lifeboat crew.

- That the service was considering improvements to the equipment and fuel service. The possibility for customers to receive and pay for fuel through self-service machines was being investigated. If it would be possible to introduce the service, customers would then be able to obtain fuel by using the self-service equipment outside the hours of 09.00 - 17.00. Before it could be possible to confirm the self-service arrangements, the Service needed to consider how they would be able to ensure that users complied with the requirements of submitting red diesel statements. This was related to processing and collecting additional toll payments in regards to selling red diesel used by boats for the purpose of travelling by boat. It was hoped that there would be no administrative barriers to improving customer service.
- The work of dredging the harbour entrance had been completed during the spring and following the dredging work, further work had been completed to level the surface of the channel to try to ensure consistency in the navigation channel bed levels.
- In order to meet with the budget challenge and the service's income target, it was suggested to increase Hafan and Pwllheli harbour fees by 2% on average for the 2018/19 financial year. It was emphasised that only a draft had been submitted in the agenda, and that the fees were subject to receiving confirmation from the Cabinet Member - Economic Development, and that they would be confirmed at the next meeting.

The Maritime and Country Parks Officer emphasised the importance of ensuring that every power boat and Personal Watercraft which used the Hafan's slipway was registered and that it displayed the registration permit on the boat. No boat should be launched in the harbour without displaying the registration permit. It should be ensured that Park and Launch companies complied with these requirements.

The Pwllheli Marina Berth Holders' Association representative noted that some individuals used the slipways early in the morning and returned late in the evening to avoid paying and registering. He added that moving the Harbourmaster's office had had an impact and that businesses could not be there at all times.

In response to a question by a member, the Maritime and Country Parks Officer noted that the CCTV facilities had been improved. It was impractical for officers to watch hours of video footage, therefore individuals were asked to contact the service as soon as possible following a specific incident.

A member noted that individuals also launched boats where they were not permitted to do so. In response, the Maritime and Country Parks Officer noted that there was a new boat in the harbour that would be of assistance to carry-out more patrolling work. He added that there were more staffing resources with the addition of the Hafan staff, and staff's job descriptions were currently being reviewed, and it was anticipated that the situation would improve in 2018.

In response to a comment by the Pwllheli and District Boat Owners Association Representative, the Maritime and Country Parks Officer noted that the service would provide him with ropes and a fender and that he should contact the Harbour Manager to arrange this.

The Pwllheli Sailing Club and Plas Heli representative noted that there was a need to look at dredging within the Hafan. In response, the Maritime and Country Parks Officer noted that a hydrography survey had been conducted on the basin, and that there was an intention to assess the survey before deciding on which steps to take. He added that emptying the stilling lagoon was being considered. In response to an observation by the RNLI representative in

regards to locally disposing of the material, the Maritime and Country Parks Officer noted that no location in the bay had the appropriate licence.

The Maritime and Country Parks Officer referred to extreme weather during the previous night as a result of former storm Ophelia. The Pwllheli Harbour Manager noted that considering the extreme weather, the only damage was that one sail had blown out.

The Pwllheli Marina Berth Holders Association Representative noted that the Maritime and Country Parks staff had worked hard during that day/night and asked that the gratitude of the boat owners be conveyed to the staff. He added that no significant complaints had been submitted by members of the association this year.

A copy of the Harbour and Hafan's final budget summary for 2016-17 and an update on the 2017-18 budget up to the end of September 2017 was shared in the meeting. Their content was expanded upon and it was noted that the financial situation was better in the current year and it was hoped that the targets would be reached.

The Maritime and Country Parks Officer referred to the Glandon beach car park and noted that the surface of the car park would be addressed before the end of October. The potholes that had appeared on the car park's surface by the entrance were filled at the beginning of the season. He explained that due to the busyness of the site and number of vehicles which used the car park, the service would be considering alternative arrangements to try to reduce the damage caused to the surface of the site.

The representative for Pwllheli Town Council noted that the condition of the car park needed to be addressed as the potholes on the surface were dangerous for older people.

The Pwllheli Sailing Club and Plas Heli representative noted that matter was discussed daily by staff at Plas Heli and that it made them feel disheartened.

In response to the comments, the Maritime and Country Parks Officer noted that a long term solution would be sought for the situation.

An update was received by the Pwllheli Sailing Club and Plas Heli representative about events in Plas Heli. He noted that one World championship and one British competition had been held during 2017. He added that an Optimus competition would be held in 2018 and preparations for a competition in 2021 were progressing.

RESOLVED to note and accept the report.

7. ELECTING OBSERVERS

It was reported that observer(s) needed to be elected to serve on the Aberdyfi, Barmouth and Porthmadog Harbour Consultative Committees.

RESOLVED to elect Councillor Peter Read to serve as an observer on the Aberdyfi, Barmouth and Porthmadog Harbour Consultative Committees.

8. NEXT MEETING

It was noted that the next meeting would be held on 20 March, 2018.

The meeting commenced at 6.00pm and concluded at 7.55pm.

MEETING	Pwllheli Harbour Consultative Committee
DATE	20 March 2018
TITLE	Update on Harbour Management Matters
AUTHOR	Maritime and Country Parks Officer

1. Port Marine Safety Code

- 1.1 The Safety Code is a 'live document' and is regularly reviewed by the Service's harbour staff. It is necessary for the Service to receive the comments and views of Consultative Committee Members on the suitability of the Safety Code as well as regularly receive observations on its contents, in order that it may be reviewed as relevant to the harbour activities, the standard of navigation aids, suitability of the by-laws, safety matters and general day-to-day work at Pwllheli Harbour.
- 1.2 Between the 19th and 21st of September 2017, a thorough inspection was carried out by the Coastguard Agency's inspectors on the current safety arrangements and systems at Gwynedd municipal harbours in order to ensure compliance with the Port Safety Code.
- 1.3 Following a review by the Coastguard Agency that took place in September 2017, the Service has received a report following the inspection by external experts. A copy of the report is appended and the Service will act on the inspectors' recommendations during the next few months. The Committee's observations are welcomed on the contents of the report.
- 1.4 As reported to this Consultative Committee in the Autumn, the inspectors' initial opinion was that the Council complied generally with the requirements, however, some aspects needed to be adapted relating to recording duties and noting the Duty Holder and the Designated Person. It is anticipated that this will require further discussion within the Council and it is foreseen that the Duty Holder's responsibility will transfer to the Council Cabinet in due course.
- 1.5 In relation to the Designated Person, the Council has received support from Conwy Council and the Designated Person for Gwynedd Harbours will be the Conwy Harbour-master. It is essential that the Designated Person has no connection to the Council or the Harbour Authority so that he/she can be totally independent.
- 1.6 During the inspection, the inspectors visited the harbours of Aberdyfi, Porthmadog (the centre of the inspection work) and Pwllheli. They did not visit Barmouth due to time restrictions.
- 1.7 It is emphasised that no improvement notice was issued relating to serious safety issues or arrangements; standard or shortcomings in the harbours. The inspectors noted that there was an opportunity to improve the general appearance of the area around Aberdyfi harbour quay as effects and ropes have been left on the quay in a way that could pose a risk. Service staff must address these matters during the winter months. Observations were submitted regarding the lack of width of the navigation channel in Pwllheli harbour although it was not anticipated that this would technically be a matter within inspection procedure. No observations were submitted on safety matters in Porthmadog harbour.
- 1.8 Although the Port Marine Safety Code is regularly reviewed by the service, it is necessary to remind Members of the Consultative Committees of their duty to submit any observations

on the suitability of the Safety Code and to receive observations on the work arrangements of the harbours so that the Code can be reviewed to ensure that it is relevant to harbour operations and is locally appropriate.

- 1.9 The Coastguard Agency inspectors will re-visit the Council next autumn. A review follow-up is proposed on a date when the Porthmadog Harbour Consultative Committee is held where members of all the Gwynedd Harbour Consultative Committees will be invited to receive a presentation by the inspectors on matters linked to the Port Marine Safety Code. This will also be an opportunity for Members of the Consultative Committee to ask the experts about matters related to the Port Marine Safety Code and for the Inspectors to confirm the responsibilities for the content and operation of the Safety Code.

2. Operational Issues

2.1.1 **Dredging Strategy** - During February and March, a hydro-graphic inspection of the harbour was conducted by an external company. The inspection was completed on 8 March 2018. This included a full hydro-graphic survey of the navigation channel; entrance of the inner harbour; the marina basin including the basin of Plas Heli's pontoon moorings. It is anticipated that a report will be submitted to the attention of the Service before the end of March and it is intended to distribute the information to Members of the Consultative Committee.

2.1.2 As part of the work commissioned, the service has instructed the company to complete the work and to submit the following information: -

- Undertake a full hydro-graphic survey of the harbour
- Submit the hydro-graphic information on a detailed plan in chart form where water depth is shown in 'Orance Datum' and 'Chart Datum'
- Submit information indicating the increase/reduction in sludge in comparison with the previous hydro-graphic survey in the harbour entrance area, in the navigation channel, in the main basin of Hafan's pontoon moorings; in the basin of Plas Heli's pontoon moorings. This will enable the Service to identify dredging work that will need to be completed during the winter months of 2018/19 as it is anticipated that dredging work will need to be undertaken in the basin due to an increase in the level of sludge.

The service has also commissioned Gwynedd's Consultancy Unit to complete the following: -

- Undertake a topographic survey of the existing dredging bund and identify remaining capacity within the bund. When the bund is empty, it has a capacity of £20,000m³.
- Undertake a topographic survey of the area used to receive sludge when the basin of Plas Heli's pontoon moorings was dredged.
- Identifying the capacity of both sites above will enable the service to identify whether it would be better to empty the dredging bund and disperse the dry sludge in the area used to dispose of Plas Heli's mud basin. This would ensure that the capacity of the dredging bund is at its maximum.

- Commission the detailed design work of Grwyn y Crud. The service has instructed that the detailed design work of Grwyn y Crud corresponds with Option 3 of the report prepared on behalf of the Council in 2017 by 'Coastal Engineering UK Ltd.' where a presentation on potential options was given to the Harbour's Consultative Committee in October 2017. The detailed design work will ensure that Grwyn y Crud's height will raise by 1.8 metres compared to the existing height and that the weight of stones used within the cradle will increase to weigh between 1 tonne and 4 tonnes instead of the existing stones that weigh between 1 tonne and 1.5 tonne as used in the original structure. Further damage has been caused to the groyne following strong winds and sea storms over the winter months.
- Although it would be preferable to extend Grwyn y Crud further towards the sea, the Council has no right within the Harbour Act to undertake this work without obtaining a Marine Licence. Should there be a decision to extend the groyne further towards the sea, it would need to be ensured that substantial environmental impact work is completed and that the new/proposed design is modelled in order to assess any impact before the Council would be in a position to submit an application for a Marine licence. Should this be a decision for the future, perhaps it would also be beneficial, at the same time, to consider, discuss, weigh up (before modelling perhaps) any impact that reducing the length of the sea wall, that leads along the navigation channel, would have on the harbour entrance.
- The service greatly hopes that Grwyn y Crud restoration work can commence before Whitsun this year. When commissioning detailed design work, it has become apparent that a Land Survey needs to be undertaken before an engineer can complete the design work. Although a structure has been on site for some time, it is not possible to design a new structure with additional height and heavier stones until an engineer has acquired detailed information about the use of the beach that extends down from the existing groyne.

The service has requested that Gwynedd Consultancy prepares the appropriate documents to advertise this work so that we can try to ensure that Grwyn y Crud restoration work is completed before Autumn this year. It is likely that perhaps an application will need to be submitted for a licence to undertake the land Survey work as deep excavation is needed in foreshore gravel which is below the Mean High Water Mark (MHW).

- 2.1.3 An arrangement is imminent once again this year for the essential work to dredge the harbour entrance. As the Easter Holiday period is very early this year, it was decided that it would be unwise to commence the work before Easter due to the risk of severe weather and more strong winds in March. It is anticipated that the work of dredging the harbour entrance will be undertaken during mid-April this year.
- 2.1.4 The site used to store dredged material from the harbour entrance is almost at full capacity. It is anticipated that it will be possible to store material from one more dredging operation on this site. Following the next dredging operation, an arrangement will need to be made for the material to be transported to the Carreg y Defaid area as has happened in the past. It became apparent recently that land where sand had been disposed of near the harbour entrance was not in the Council's ownership. The land has been registered in the ownership

of Welsh Water. The Council is in discussions with Welsh Water to seek a long term agreement on permanent use of the land.

- 2.1.5 Service staff undertook an inspection of the channel during the low tide that occurred on 1 March this year. It was clear that strong winds during winter this year had drifted substantial sand and gravel material into the harbour. The navigation channel in the harbour entrance area has substantially narrowed and it is very likely that two boats would not be able to navigate past each other in the channel at low tide (i.e. should the boat's depth allow them to safely navigate in the channel at low tide.)
- 2.1.6 A comparison of hydro-graphic reviews of the harbour entrance over recent years indicate that there is an annual increase in material drifted into this part of the harbour. Material that is drifted into the harbour through natural processes and by the wind and tide is higher than material that is dredged annually from the harbour. This means that dredging operations using land machinery cannot cope with the extent of material that is disposed of in the harbour entrance every year. The Service intends to hold early discussions with engineers from the Gwynedd Consultancy Unit in an attempt to identify more effective methods of dredging the harbour entrance.
- 2.1.7 One option to be considered would be using a substantial cutter suction dredger which would dispose of sand and gravel on the other side of the sea wall on Glandon beach. Prior to commencing any work, a discussion would need to be held on the potential environmental impact initially with relevant authorities.

2.2 Navigation

- 2.2.1 It is anticipated that a detailed inspection will be carried out on the Pwllheli navigational aids by Trinity House Lighthouse Authority inspectors on 13 or 14 August 2018.
- 2.2.2 No Mariners' Notice is currently in operation in Pwllheli Harbour although it is essential to draw attention to the lack of channel width in the harbour entrance area. Two Navigational Aids are drying on the ebb in this area. It is foreseen that the situation will improve after dredging work is completed in April. A PANAR report is submitted by the Service for the attention of Trinity House on a quarterly basis. It reports on the position of all Navigational Aids under the control and responsibility of the Council. The 'Hafan y Môr' Navigational Aid remains off-station. As the Local Lighthouse Authority, the Council has stressed to the owner that the aid should be located on the right site by the summer season this year.
- 2.2.3 The Navigational Aids maintenance work programme for the Harbour has been completed in accordance with the agreement, instruction and guidance of the Consultative Committee. Should there be a change in the current situation, the latest information will be submitted to Members by the service at the meeting.
- 2.2.4 High speed zone buoys in the South Beach area and Abererch beach area will be located on their right sites before Whitsun. Buoys advising sailors of high speeds in the harbour entrance area will be re-located before 1 May this year.

2.3 Maintenance

- 2.3.1 A list of work that will be completed at the Hafan and in the harbour can be seen in the appendices. The Harbour Manager will elaborate on the work programme at the meeting if

required. Feedback from Committee members is requested on any additional work that will need to be considered and included in the work programme. Some matters require specific attention during 2018.

- Maintaining two shelters on North Quay. As one shelter is in a serious condition, its future must be considered.
- Hafan's mobile crane has deteriorated beyond the value of substantially investing money to pay for its maintenance. The crane was bought second hand approximately 15 years ago. As a mobile crane service is available by local companies in Pwllheli, the Service will consider selling the crane in future and hiring a crane service by local companies as needed.
- Undertaking work on all street lamps that lead along the marina road is unavoidable. Tests on all lamps will need to be undertaken as it is possible that many lamps will need to be replaced. Tree roots impair the pavement surface in many locations and work will need to be planned to resurface part of the pavement.
- Glandon Beach car park is heavily used throughout the year. In the past, the service could cope with maintenance of the site. Due to the substantial increase in use, the surface is deteriorating rapidly. It appears that further work is required despite the service's efforts to maintain it recently. Work has been arranged for the short term and the service will discuss long term plans with relevant officers in due course.

2.4 **Staffing Matters**

- 2.4.1 Reviewing procedures regarding the Pwllheli harbour staffing structure have been completed. Following the success of the reorganisation that has recently been trialled, the alternative arrangements are now operational.
- 2.4.2 The Service will continue to consider options and continue to review the night supervision procedure at Hafan. Night supervision at Hafan continues to be a 12 hour period (19.00 until 07.00) 7 days a week throughout the year, but there will be a need to review and assess whether or not this arrangement is effective.
- 2.4.3 Changes have been introduced in the terms of some Hafan staff members who have decided to transfer out from TUPE protection to the Council's employment contract. Three Hafan staff members remain under the protection of TUPE employment terms.
- 2.4.4 This means that there has been a change in the number of hours worked by some staff members who have transferred to the Council's contract. Following the changes in contracts, the service has reviewed the opening hours of the Hafan office to ensure that these changes do not affect the service continuity of Pwllheli harbour customers. The opening hours of the Hafan office can be seen below. We would like to draw your attention to the fact that the office is closed between 07.00 and 08.00 and closed between 18.00 and 19.00.
- 2.4.5 There is currently one vacant post at the Hafan and the post has been advertised locally. Applications received will soon be assessed and it is anticipated that it will be possible for the Officer appointed to commence after the Easter Holidays. This will bring the total of

Hafan / the harbour's permanent staff to nine staff members which includes one night security supervisor.

**2018 Hafan
office/Pwllheli
Harbour opening
hours**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Hafan office open	8.00 - 18.00	8.00 - 18.00	8.00 - 18.00	8.00 - 18.00	8.00 - 18.00	8.00 - 18.00	8.00 - 18.00
Hafan Night Security	19.00 - 07.00	19.00 - 07.00					

3. Financial Matters

3.1 A financial report up to the end of February 2018 will be circulated at the meeting.

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

- Maintenance and purchasing of Navigation Aids and Lights
- Maintenance of equipment and furniture.
- Outer harbour moorings investment
- Maintenance of the boat and boat trailer and purchase of a new boat (second hand) for the service.
- Extending staff employment periods.
- Grounds Maintenance.

3.3 **Fees and Charges 2018/19.** A spreadsheet for the Pwllheli Harbour and Hafan Pwllheli 2018 proposed fees has already been submitted to the Harbour Committee requesting Members' observations. Although it was reported that the Harbours' inflation for 2018/19 was anticipated to be 1.78%, the percentage inflation has been revised following a number of factors that affect inflation. It is confirmed that the inflation rate for Pwllheli harbour in 2018/19 will increase to 2.53% with the average inflation rate for Gwynedd harbours being 2.9%. This means that the outer harbour's income target will increase to £53,010 in 2018/19.

3.4 Although it was reported that Hafan's inflation for 2018/19 was anticipated to be 1.73%, the percentage inflation has been revised following a number of factors that affect inflation. It is confirmed that the inflation rate for Hafan Pwllheli in 2018/19 will increase to 2.50%. This means that the Hafan's income target for 2018/19 will be £1,270,280.

3.5 As the service has already corresponded with harbour customers, it is proposed to suggest that the fees and charges continue to increase by 2% on average in the 2018/19 financial year. In light of challenging targets and as there might be a deficit in the income it will be necessary to ensure that the Service identifies alternative income opportunities and reduce possible expenditure during the next financial year.

3.6 The Maritime and Country Parks inflation increase for 2018/19 is as follows: -

	<u>Original Inflation</u>	<u>Revised Inflation</u>
• Beaches	- 3.10%	4.43%
• Hafan	- 1.73%	2.50%
• Pwllheli	- 1.78%	2.53%
• Harbours	- 1.78%	2.90%
• Victoria Dock	- 1.45%	2.08%
• Parc Padarn	- 3.25%	3.73%
• Parc Glynllifon	- 3.00%	3.89%

 Maritime & Coastguard Agency	
Job Ref:	MNA 053/010/0480
Date:	08 October 2017
Page No. 1	

Type: Port Marine Safety Code Health Check

Port: Gwynedd Council as the Harbour Authority for Porthmadog, Pwllheli, Barmouth and Aberdyfi

Purpose: External Visit

Author:	Date	Signature
Forkanul Quader David Turner	19 & 20 September 2017	

Version History	Date	Remarks
1st Draft	21 September 2017	

 Maritime & Coastguard Agency	
Job Ref:	MNA 053/010/0480
Date:	08 October 2017
Page No. 2	

GLOSSARY

ALARP	As Low as Reasonably Practical
CHA	Competent Harbour Authority
CPD	Continuing Professional Development
DP	Designated Person
HM	Harbourmaster
GTGP	Guide to Good Practice
KPI	Key Performance Indicator
MAIB	Marine Accident Investigation Branch
MPX	Master/Pilot Exchange
PMSC	Port Marine Safety Code
PEC	Pilot Exemption Certificate
MAIB	Marine Accident and Investigation Branch
MSMS	Marine Safety Management System
SHA	Statutory Harbour Authority
VTS	Vessel Traffic Service
LPS	Local Port Services

 <p>Maritime & Coastguard Agency</p>	
Job Ref:	MNA 053/010/0480
Date:	08 October 2017
Page No. 3	

1. Background

Gwynedd Council is the statutory harbour authority having municipal status for the following harbours – Pwllheli, Porthmadog, Barmouth and Aberdyfi. The ports mainly cater for leisure and fishing activities and are located in the north-west area of Welsh coast adjacent to Cardigan Bay.

Prior to the visit the MCA sent an aide-memoire to the Harbourmaster and requesting comments that corresponded to the PMSC and the relevant section of the port's Safety Management System. The purpose of this is to assist the MCA with the "Health Check" and forms the basis for further examination during the visit. While the Gwynedd Council has the responsibility of the duty holder, the Maritime and Country Park's Officer oversees the operational activities along with a team of Harbourmasters.

2. Introduction

The Maritime & Coastguard Agency (MCA) conducted a "Health Check" of Gwynedd Harbour Authority Safety Management System which was reviewed to ensure compliance with the requirements of the Port Marine Safety Code (PMSC).

The visit was carried out on the 19th and 20th September with Porthmadog Harbour office being used as a base for the visit. The team from the MCA was led by Forkanul Quader and David Turner.

The Maritime and Country Park Officer provided facilities for the conduct of the verification process at the Porthmadog harbour office, including access to all necessary documentation.

This report summarises observations made during the visit and is not to be construed as a statement of compliance to all or part of the Code.

 Maritime & Coastguard Agency	
Job Ref:	MNA 053/010/0480
Date:	08 October 2017
Page No. 4	

3. Scope

The purpose of a “Health Check” visit is to assess whether the port is, on the days in attendance, effectively implementing the PMSC. The PMSC applies to all Harbour Authorities in the UK with statutory powers and duties. The visit is designed to provide advice and to assist the port in implementing the Code and in so doing, to enhance port safety.

This scope of this health check covered the following elements:

1. Port details	Y
2. Designated Person	Y
3. Duty Holders	Y
4. Duties and Powers	Y
5. Consultation and Information Dissemination	Y
6. Risk Assessment	Y
7. Safety Management System	Y
8. Powers and Enforcement	Y
9. Pilotage and Passage Plans	N/A Porthmadog only
10. Tugs, Workboats and Marine Services	Y
11. Conservancy Obligations	Y
12. Directions	Y
13. Training	Y
14. Vessel Traffic Services	N/A
15. Published Documents	Y
16. Final check	Y

Following a visit, the MCA “Health Check” team produce a brief report which summarises examples of enhancements agreed with the harbour authority. This report summarises the areas of enhancements observed during the visit and is not construed as a statement of compliance to all or part of the code.

 Maritime & Coastguard Agency	
Job Ref:	MNA 053/010/0480
Date:	08 October 2017
Page No. 5	

4.

Overview

Gwynedd Council is the Statutory Harbour Authority (SHA) for four ports - Pwllheli, Porthmadog, Barmouth and Aberdyfi. All of those fall within the provisions of the Port Marine Safety Code (PMSC). The main area of coastal jurisdiction extends from Abergwyngregyn to the east of Bangor through to Victoria Dock at Caernarfon on the Menai Strait and to Aberdyfi in Cardigan Bay. Each Harbour is managed on a day to day basis by the Council's appointed Harbourmaster and each port is technically operated under unitary policies and control by the Council. Porthmadog Harbour has the status of Competent Harbour Authority (CHA) and provides a pilotage service as and when required, although such a service has not been required or requested for many years. Porthmadog is the only harbour with such status within Gwynedd Council and the status of the CHA is under continuous review.

Under Gwynedd Harbour the potential maximum available mooring berths at each port are:

Porthmadog - 238, Pwllheli – 490 (of which 412 are Marina Berths), Barmouth – 140, and Aberdyfi - 120. These are maximum potential mooring possibilities with 2017 mooring boats being Porthmadog - 135, Pwllheli – 490 (of which 306 are Marina Berths and 60 on other moorings), Barmouth – 86, and Aberdyfi - 78.

Visit

The visit was carried out on the 19th and 20th September 2017. The Maritime & Country Park Officer as well as the Senior Harbour Officer and the Harbourmaster (Porthmadog) demonstrated a clear commitment to the PMSC and assured the visiting team they were undertaking necessary steps towards implementing the provisions of PMSC.

Gwynedd attendees during the Health Check were as follows: -

- Mr. Barry Davies – Maritime & Country Park's Officer
- Mr. Arthur Francis Jones – Senior Harbour Officer
- Malcolm Humphreys – Harbourmaster (Porthmadog)
- William Williams – Harbour Manager (Pwllheli - part attendee)
- William Stockford – Harbourmaster (Aberdyfi – part attendee)
- Capt. Mathew Forbes – Designated Person (Conwy Harbourmaster)

 <p>Maritime & Coastguard Agency</p>	
Job Ref:	MNA 053/010/0480
Date:	08 October 2017
Page No. 6	

4.1 Gwynedd Harbour Findings

Enhancements

Whilst some specific amendments were identified, in general it was seen that a substantial and well documented approach had been taken towards drawing up a Marine Safety Management System (MSMS), and associated Marine Operation Plan. However, the Health Check team found that vital tasks including internal audit, external audit and correct identification of the Duty Holder remained incomplete. It is worth mentioning here that the Health Check team found observed operational processes to be in good order.

The findings below are associated with comments and observations on the status of the Marine Operational Plan (SMS). The current Marine Operational Plan will need revisiting to align the Marine Safety Management System with the PMSC and GTGP.

The Maritime and Country Park's Officer, Senior Harbour Officer, the relevant Harbourmaster's and the Designated Person agreed that a further health check visit will have to be undertaken by the MCA Health Check team during the next 12 month period.

Several enhancements that would improve Gwynedd Council's implementation of the Code were identified. These are:

Duty Holder

Currently the Deputy Head of Economy & Community (DHEC) Department is the assumed Duty Holder. The Maritime and Country Park's Officer oversees the operation of all four ports under the DHEC. In accordance with PMSC, a member of the management team or a Board can be the Duty Holder having public accountability for PMSC Code.

It is understood that the current DHEC is the Duty Holder for Gwynedd Harbour Authority (GHA), and is not an Elected Council member and so therefore does not have direct public accountability. While council members can collectively (and individually) sign up to the PMSC, they should consider forming a core committee to take up the responsibility for the Duty Holder or nominate a council member to act as the duty holder. The Duty Holder can then be assisted by the appointed DHEC.

GTGP: 2.2.19, 2.2.23, 2.2.31

 <p>Maritime & Coastguard Agency</p>	
Job Ref:	MNA 053/010/0480
Date:	08 October 2017
Page No. 7	

Designated Person

The Harbour Authority has recently appointed a qualified Designated Person. This appointment has not been officially finalised. The DP appointment therefore needs to be formalised by letter to the appointed DP.

GTGP: 2.2.25

MSMS

The Harbour Authority has opted to use Marine Operations Plan as their MSMS. The document needs to be reviewed to reflect the correct roles and responsibilities of the duty holder. The Current Operation Plan also needs to be formalised into a MSMS. The Harbour Authority can use a common MSMS and each port can then develop risk based system to address port specific operational risks.

GTGP: 4.1.3, 5.1.5

Internal Audits

No record was found of any internal audits. Internal audits should be carried out at least once a year.

GTGP: 5.1.1

DP Audit

There were no records of any audits being carried out by the DP in accordance with GTGP section 2.2.30. There was no evidence of any report being submitted to the Duty Holder or to the governing body. The DP should submit a monitoring report to the Duty Holder and to the management board.

GTGP: 2.2.30

External Audit

No record was found of any external audit. External audits should be carried out at regular intervals.

GTGP: 5.1.1

Safety Plan

Gwynedd Harbour Authority (GHA) should consider publishing a 3 yearly Safety Plan in accordance with PMSC showing how the standards will be met.

GTGP: 2.2

 <p>Maritime & Coastguard Agency</p>	
Job Ref:	MNA 053/010/0480
Date:	08 October 2017
Page No. 8	

Conservancy: GLA/Trinity House

GHA should obtain a letter from GLA/Trinity House once all outstanding conservancy works have been carried out. GTGP: 7.5.5

PMSC Compliance

When content that they comply with the PMSC GHA should send a letter to the MCA. This has not been done since 2013.

PMSC: 2.31 GTGP: 2.12

CHA Status

GHA should review their CHA status to see whether CHA status is required with full compliance. GTGP: 9.2

H&S

GHA to review current H&S inspection status to cover marine as well as associated pier activities. GTGP: 6.6

Training Matrix

It was agreed that the compilation of a staff training matrix and associated training plan would be beneficial and therefore needs to be completed.

GTGP: 12.2.1

Pwllheli Harbour silting

It was observed that the approach channel into the harbour continues to silt up. This has significantly reduced the width of available water in the most critical area of the harbour approaches. The limiting factors preventing adequate dredging should therefore be addressed.

GTGP: 7.4.2

 <p>Maritime & Coastguard Agency</p>	
Job Ref:	MNA 053/010/0480
Date:	08 October 2017
Page No. 9	

BEST PRACTICES

Consultation

The incorporation of the Aberdyfi commercial fishing sector into harbour consultative committee meetings was a positive step forward and the availability of EFF funded Mullion PFDs for local fishermen should be explored further.

Marine Facilities

The facilities at Porthmadog were comprehensive and accompanied by well-structured checklists and procedures. Of particular note were the anchoring weights made from concrete and fitted inside tyres which could be wheeled into place.

Risk assessment

All the ports visited maintained well-structured risk assessments.

5. Conclusion

It was evident that; the Maritime and Country Park's Officer has made a lot of effort in preparing the newly developed MSMS and associated procedures. The document appears to broadly reflect current practices.

The priority now is to start a review of the current Safety Management System and the Operational Plan to formally operate and regulate marine activities under the SMS. This is vital in moving towards PMSC compliance as the principles of the SMS do not currently appear to have been followed through.

It is therefore the intention of the MCA to conduct a further health check within 12 months to verify that the SMS and its associated procedures are functioning and regulating harbour activities effectively. That would help provide assurance that the harbour is compliant with the PMSC. A suggested core committee of Duty Holder and the Council members should therefore be ready to recognise their roles and responsibilities under the PMSC and provide the senior level staff with the appropriate support and resources to finish off the good work which has already been initiated.

The Gwynedd Council as the Duty Holder should also recognise that whilst the Harbour Authority is presently not fully compliant, the Council Members collectively

 <p>Maritime & Coastguard Agency</p>	
Job Ref:	MNA 053/010/0480
Date:	08 October 2017
Page No. 10	

and possibly remain particularly exposed to liabilities from any incidents of negligence which may occur within the harbour.

6. Harbour Authority Comment

All Gwynedd Council Officers that were involved with the work undertaken by the Health Check team whom were acting on behalf of the MCA fully appreciated the positive and constructive method used to undertake the health check. The professional, informative and courteous approach taken by the Health Check team was fully appreciated.

The Maritime and Country Parks Unit has demonstrated compliance with the principles of the PMSC since its introduction and has taken appropriate action to ensure compliance within the code's main principles.

The positive comments and suggested enhancements provided by the Health Check team will be actioned accordingly and are to be implemented before the visit scheduled for October/November 2018.

The Maritime and Country Parks Unit recognises the potential that Gwynedd Council Members possibly remain exposed to liabilities from potential incidents and a defined Duty Holder is to be considered and established if such procedures is permitted.

However, it is emphasised that all harbour staff are suitably trained and qualified in Health & Safety processes. A procedure is already in existence to identify all potential risks within the harbours under the jurisdiction of the service. Action in accordance with the ALARP principle has, and will continue to be taken, to ensure that all identified risks remain as low as is reasonably practicable in order to eliminate any such exposure.

Through a consultative process, Gwynedd Council as a responsible Local Authority, ensures that the harbours under its jurisdiction are provided with a high level of administrative support and service. This is required to ensure that the Harbour Consultative Committees for each individual harbour, function in accordance with the expectations of the communities they serve.

 <p>Maritime & Coastguard Agency</p>	
Job Ref:	MNA 053/010/0480
Date:	08 October 2017
Page No. 11	

The Harbour Consultative Committee meetings are held twice annually at Aberdyfi, Barmouth, Porthmadog and Pwllheli. They are essential to the service. Members are fully conversant with the contents of the Port Marine Safety Code and the subject matter is a primary agenda item at each Committee meeting.

This ensures that the Council receives feedback on all matters relating to harbour operations under the remit of the Port Marine Safety Code. Having a wide range of local representatives elected on each Consultative Committee ensures that the Council is provided with a broad range of expertise from across the marine industry and the marine leisure and fishing community.

The observation conveyed by the Heath Check team identified that currently the Deputy Head of Economy & Community (DHEC) Department is the assumed Duty Holder with the Maritime and Country Park's Officer overseeing the operation of all four ports under the jurisdiction of Gwynedd Council.

Whilst the DHEC is the senior line manager for the service the Council Board (previously identified as the Council Cabinet) had previously been identified as the collective Duty Holder for the PMSC within Gwynedd.

The DHEC is the Duty Holder for Gwynedd Harbour Authority (GHA), and is not an Elected Council member and so therefore, as noted by the Health Check team, possibly does not have direct public accountability.

The Maritime and Country Park's Officer will ensure that this matter regarding the DH is clarified and confirmed as a matter of urgency.

We are of the collective conclusion that despite earlier apprehension the Health Check was of great benefit to the Maritime and Country Park's Unit and the service looks forward to regular dialogue with the Health Check team on matters relating to the PMSC for Gwynedd and look forward to the Health Check review in October/November 2018 where we envisage that the issues raised by the health Check team will have been addressed.

Rhestr o waith cynnal a chadw ac uwchraddio gan staff yn ystod gaeaf

Some of the general repairs/maintenance undertaken by staff during the winter

Harbwr/Harbour

1. “Powerwash” a glanhau pontŵn y pysgotwyr /Power wash and clean the Fisherman’s pontoon
2. Cynnal arolwg o’r gwaith coed y pontŵn yma a newid a thrwsio fel bod angen /Inspect the decking on this pontoon and replace as necessary
3. Adolygu a phaentio stanciau mordwyo fel bod angen / Inspect and paint the Navigational piles as required
4. Tynnu allan golchi a phaentio'r bwi tramwyo / Remove/clean/inspect and paint the Safe Water Buoy
5. Tynnu a golchi'r Bwiau Port Hand ac wedyn yn ei ail osod / Remove and clean the Port hand Navigational Buoys and put back
6. Gosod mesur dyfnder dwr newydd / Fit new harbour tide depth gauge
7. Gwasanaeth i peils yr Harbwr - contractwr i osod cylch angorfa newydd / Service Harbour piles - contractor to fit new mooring rings

Hafan

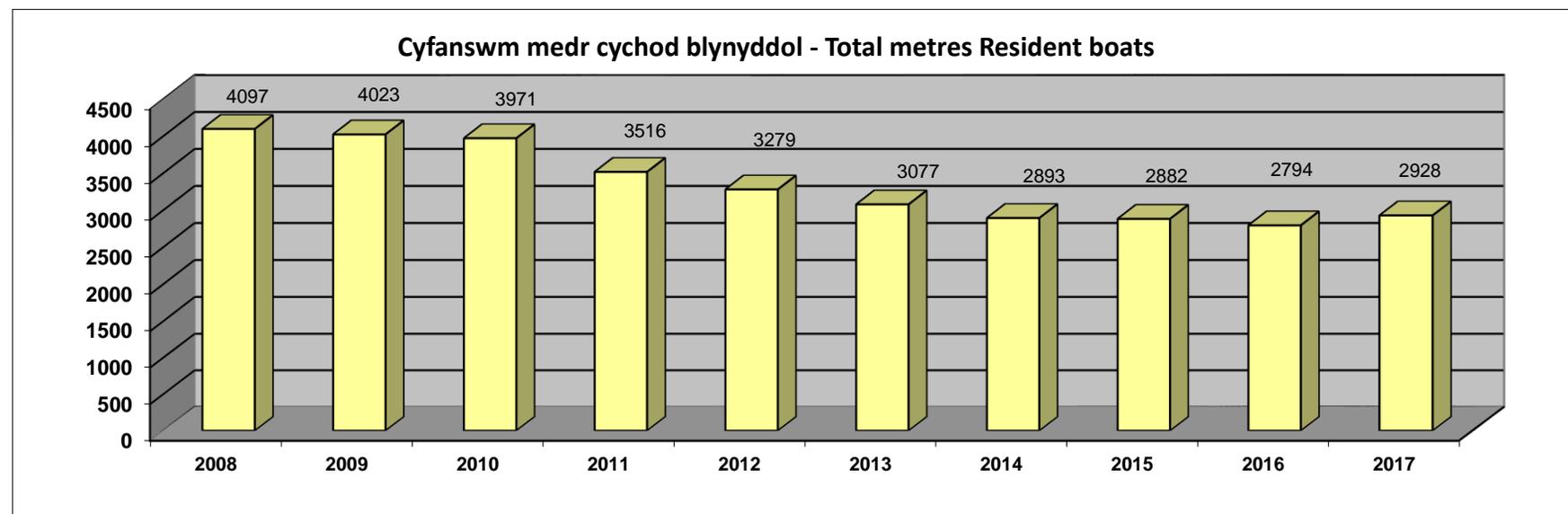
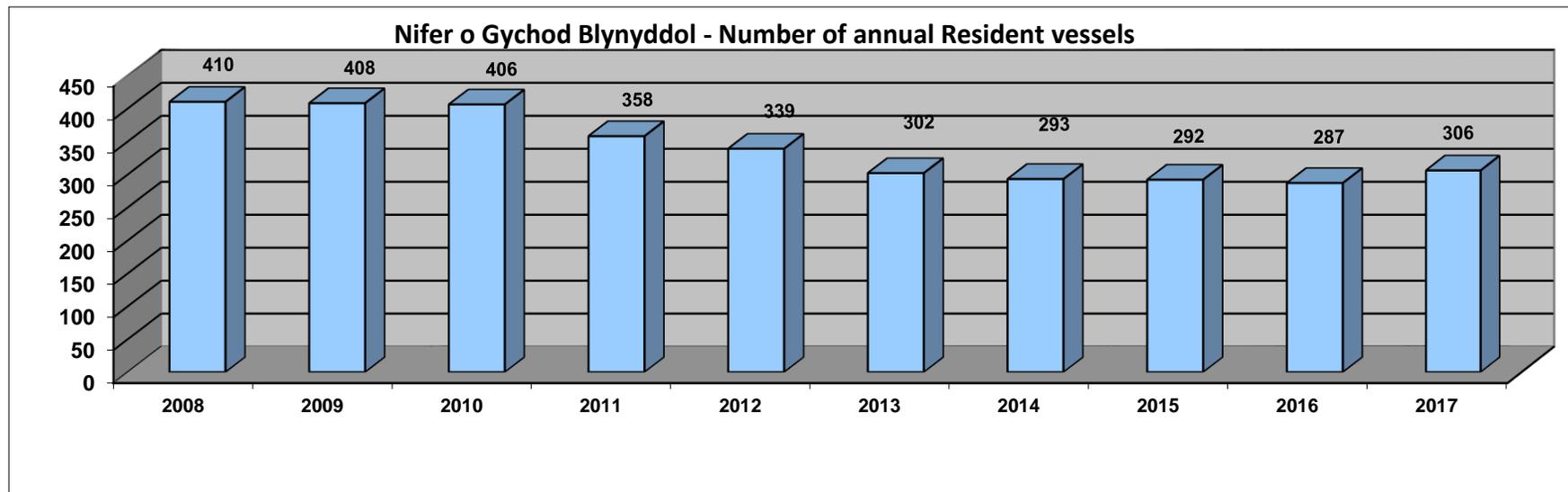
1. Tacluso tir o gwmpas Plas Heli a hen Clwb Hwyllo Pwllheli / Tidy the area around Plas Heli and the Old Sailing Club
2. Torri coed wrth yr Hen Clwb Hwyllo / Cut the trees down by the old Sailing Club
3. Trwsio giat bont i pontwns yr Hafan / Repair the bridge gate to the Hafan pontwns
4. Paentio pont i pontwns yr Hafan / Paint the bridge to the Hafan pontoons
5. “Powerwash” i holl bontwns yr Hafan / Powerwash all the pontoon decking in the Hafan
6. Cynnal arolwg o waith coed y pontwns a newid a thrwsio fel bod angen / Inspect the timber decking of the pontoons and renew and repair as necessary
7. Cynnal arolwg o fframwaith y pontwns / Inspect the pontoon framework
8. Torri coed o gwmpas safle maes parcio'r Hafan / Cut trees and bushes around the Hafan car parks
9. Tirlunio o gwmpas ardal giât Gogledd compownd cychod yr Hafan / Landscape the border around the gate to the North boat storage compound
10. Paentio'r gwaith coed o gwmpas y compownd ysbwriel / Paint the woodwork around the rubbish compounds
11. Gosod rhaff newydd ar beiriant codi cychod yr Hafan / Fit new wire ropes to the Travel Hoist
12. Gosod golau newydd ar bont mynediad i'r pontwns / Renew lighting on main access bridge
13. Ysgol diogelwch - tynnu/glanhau ac ail osod / pontoon safety ladders – unbolt/inspect and replace
14. “Powerwash” llithrfa'r Hafan / Powerwash to the Hafan slipway
15. Ar lanw uchel angen glanhau capiau gwyn y peils / High water springs clean white pile caps on pontoons
16. Chwyn laddwr o gwmpas adeilad yr Hafan / Weed kill around the Hafan building
17. Gosod drws awtomatig i dderbynfa'r Hafan / Fit new automatic door to the Hafan reception
18. Clymu'r camera CCTV yr Harbwr allanol i gamera CCTV yr Hafan / Connect the Outer Harbour CCTV system to the Hafan CCTV
19. Gosod caban newydd gweithdy ar doc yr Hafan / Locate and fit a new container to be used as a workshop on the Hafan dock
20. Gosod peiriant tywydd newydd / Fit new weather station
21. Symud bocs “oil boom” i ben y bont tanwydd / Move the “oil boom equipment” to the area at the top of the fuel quay bridge.

Cymru / Wales	Nifer o Angorfeydd/No of Berths	Cost Medr-2016	Uchafswm/MAX LOA	Cost Medr-2018
	Cynnwys TAW Inc VAT			
Deganwy Quays	170	£430.46	20	Dim ar gael/Not published
Conwy Marina	450	£399.26	23.3	£430.00
Hafan Pwllheli	420	£365.71	25	£380.48
Neyland Yacht Haven	420	£321.25	20	£340.00
Holyhead Marina	200	£318.00	20	
Aberystwyth Marina	101	£310.27	20	Dim ar gael/Not published
Penarth Quays Marina	350	£301.76	25	£325.00
Port Dinorwic Marina	200	£300.00	30	Dim ar gael/Not published
Cardiff Marina	350	£250.00	20	Dim ar gael/Not published
Milford Marina	300	£246.00	80	£254.00
Doc Fictoria	46	£234.23	14	£239.00
Swansea Marina	400	£206.43	20	£270.76 (2017)

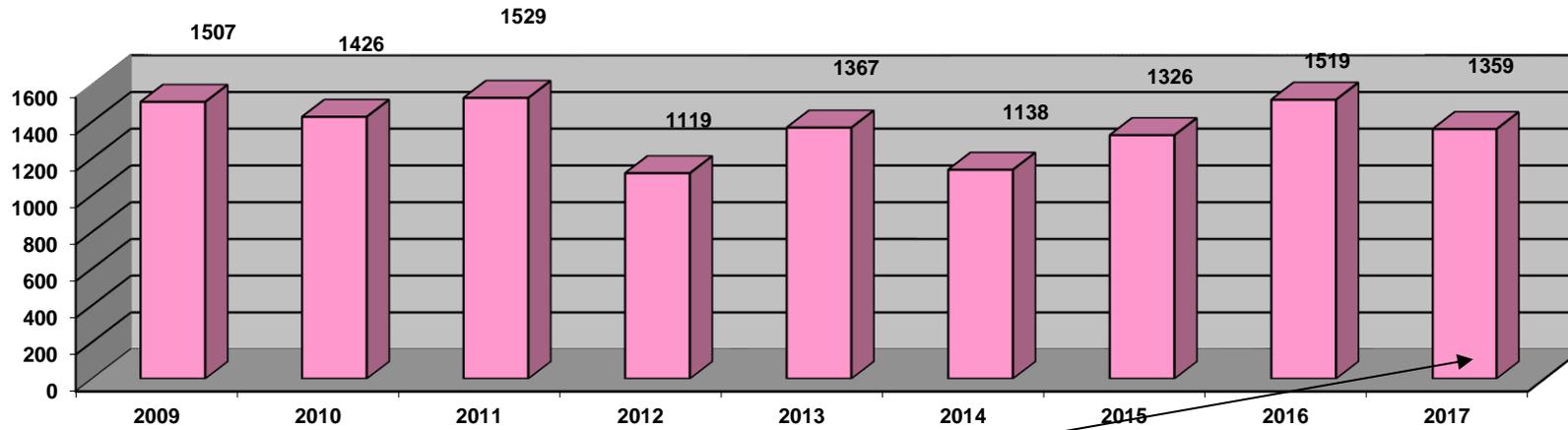
Angorfeydd Pontwn Yr Hafan / Berths at the Hafan	2015 (01/04/15)	2016 (20/03/16)	2017 (21/03/17)	2018 (07/03/18)
Nifer o angorfeydd ar gael yn yr Hafan <i>Number of berths available in the Hafan</i>	409	409	409	409
Nifer wedi derbyn <i>Number that have accepted</i>	293	240	257	200
Nifer o angorfeydd sydd yn wag <i>Number of berths not allocated</i>	116	169	152	209
Nifer ar y rhestr 'Dangos Diddordeb' <i>Number on the 'Expression of Interest' list</i>	76	76	74	0

Angorfeydd yr Harbwr Allanol / Berths in the Outer Harbour	2015 (01/04/15)	2016 (20/03/16)	2017 (21/03/17)	2018 (07/03/18)
Nifer o angorfeydd ar gael yn yr Harbwr <i>Number of berths available in the Harbour</i>	114	114	81	81
Nifer wedi derbyn <i>Number that have accepted</i>	91	75	50	26
Nifer o angorfeydd sydd yn wag <i>Number of berths not allocated</i>	23	39	31	60
Nifer ar y rhestr 'Dangos Diddordeb' <i>Number on the 'Expression of Interest' list</i>	0	0	0	0

Ystadegau Blynyddol *Hafan Pwllheli* - i Mawrth 2018
Annual Statistics for *Hafan Pwllheli* - to March 2018

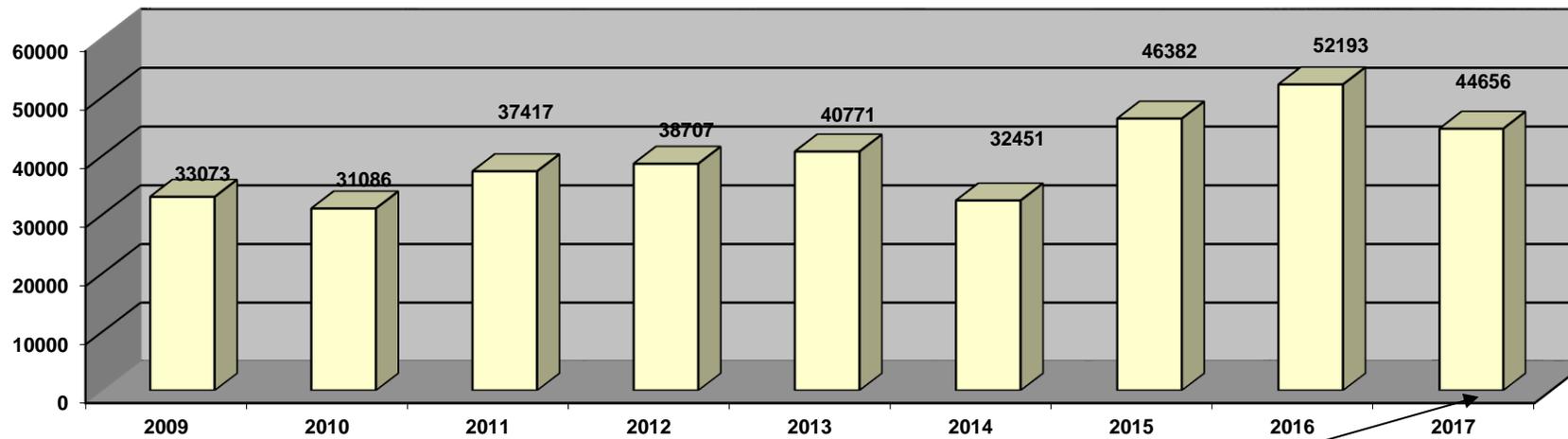


Nifer o gychod ymwelwyr mewn blwyddyn - No. of visiting vessels per year

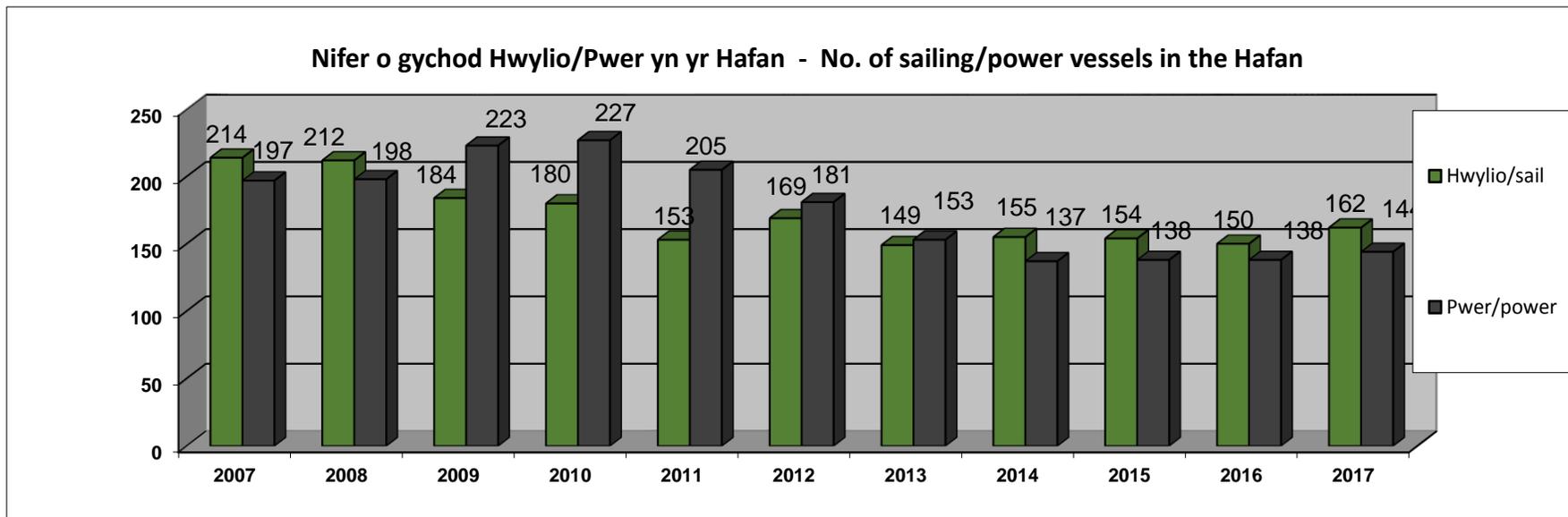
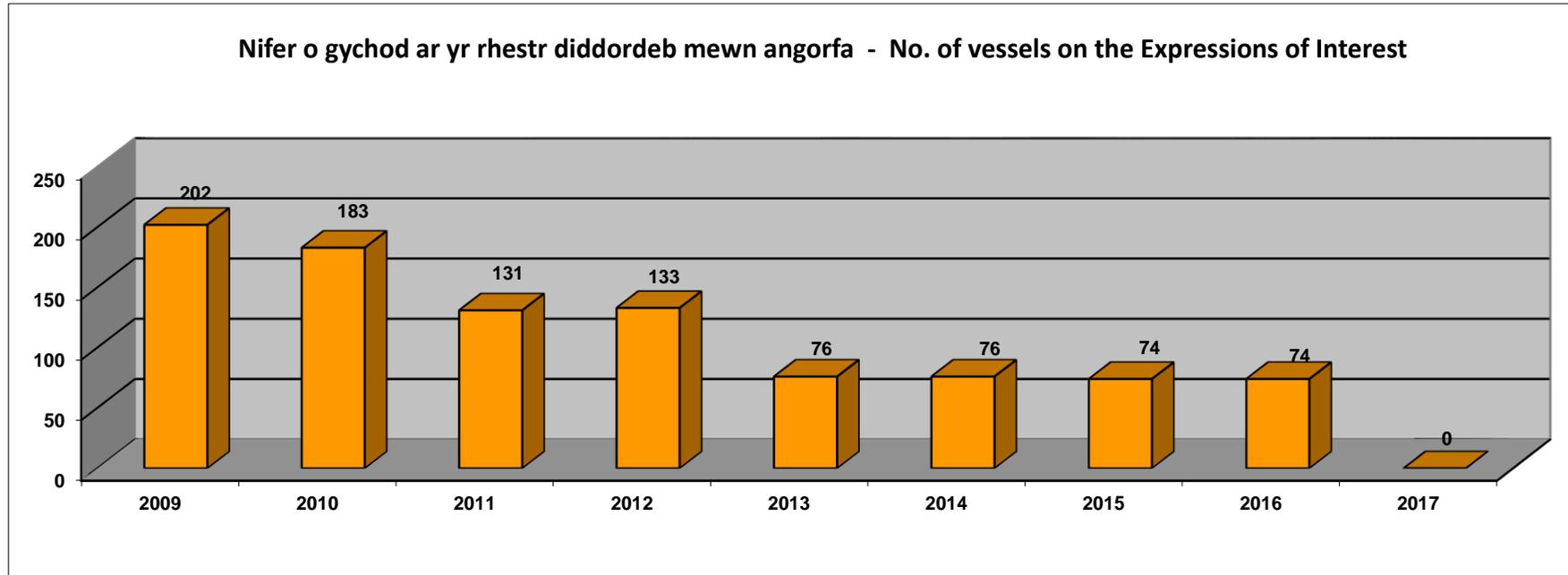


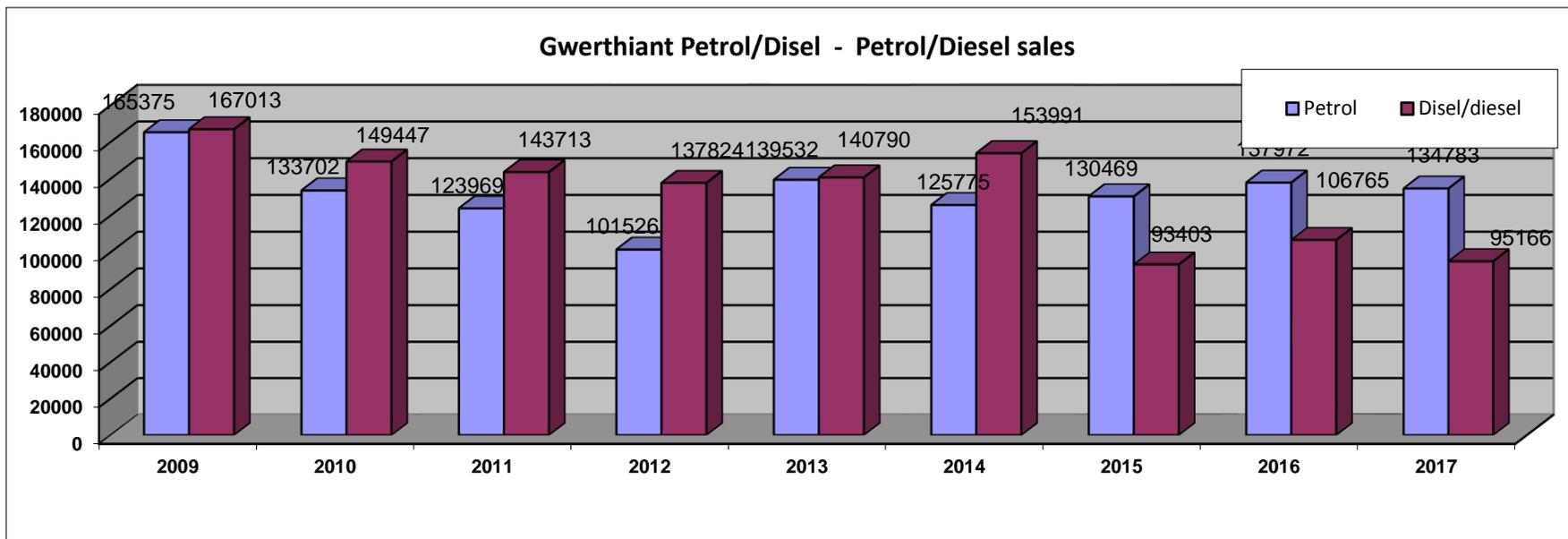
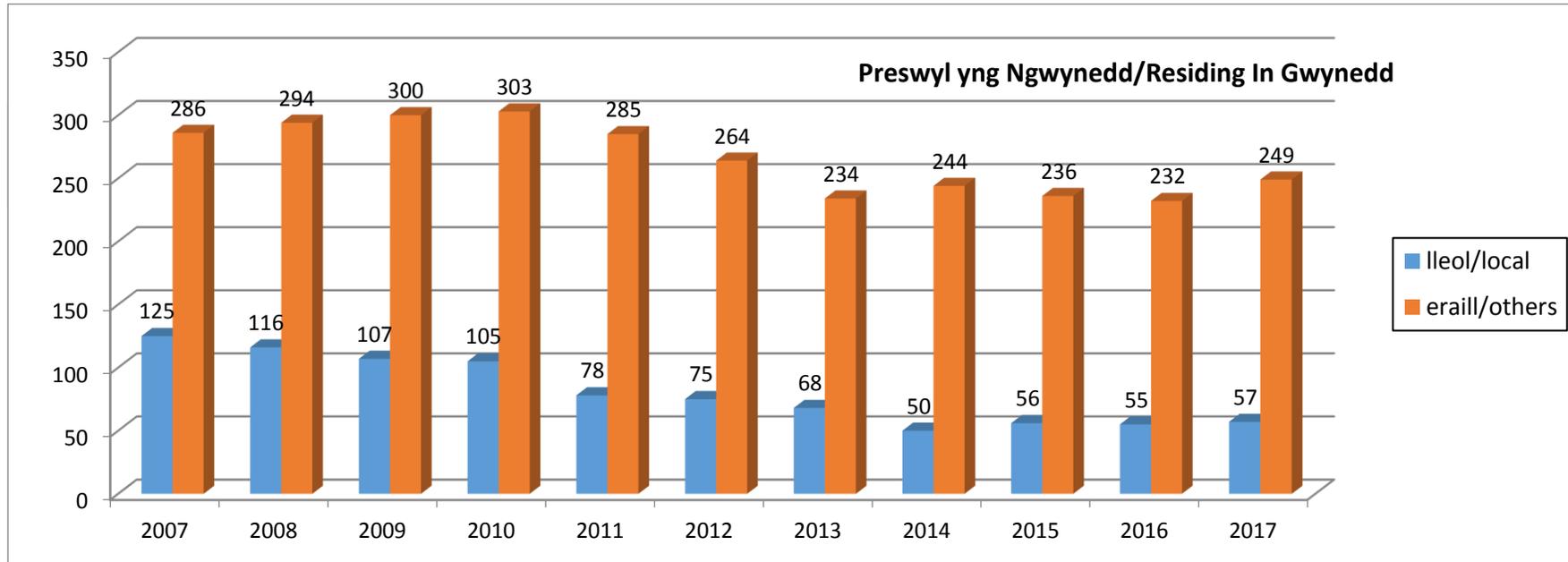
Hyd at Mawrth 2018 Up to March 2018

Cyfanswm medr cychod ymwelwyr - Total mts visiting vessels



Hyd at Mawrth 2018 Up to March 2018





Hyd at Mawrth 2018
To March 2018

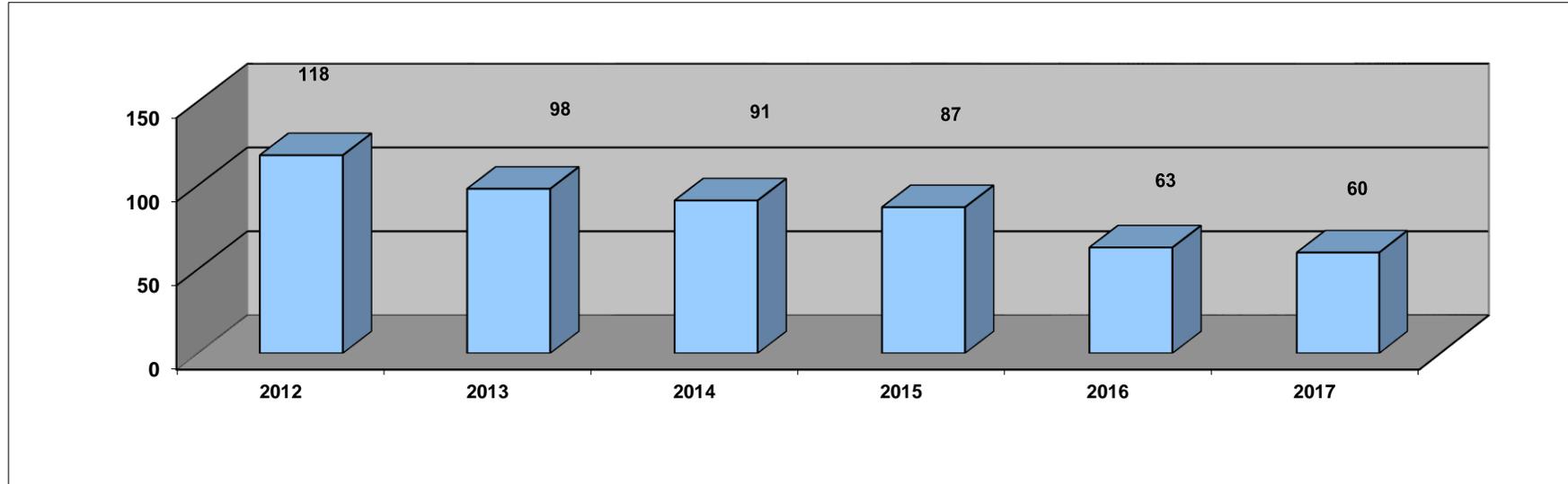
Dadansoddiad o pam fod perchennog doc yn gadel - 1af Ebrill i 31ain o Fawrth
Analysis of why resident bertholders leave 1st April to 31st March

	2009	2010	2011	2012	2013	2014	2015	2016	2017
Wedi gwerthu cwch/sold boat	12	15	12	20	7	13	9	9	11
Ardal newydd/New Cruising Ground	4	10	12	26	8	7	5	8	3
Parcio a lansio/Park and Launch	0	6	2	0	3	4	1	2	0
Dim rheswm/No reason given	30	28	24	17	16	14	2	13	8
Rhu ddrud/Too expensive	3	6	2	3	1	1	3	0	0
Methdalwr/Bankrupt	6	1	0	2	2	0	1	0	0
Iechyd/Ill health	6	3	8	4	8	2	4	9	3
Blwyddyn allan/Year out	13	10	5	3	5	2	2	0	0
Carthu/Dredging	2	2	8	4	0	0	1	0	0
Cyfanswm/Total	76	81	73	79	50	43	28	41	25

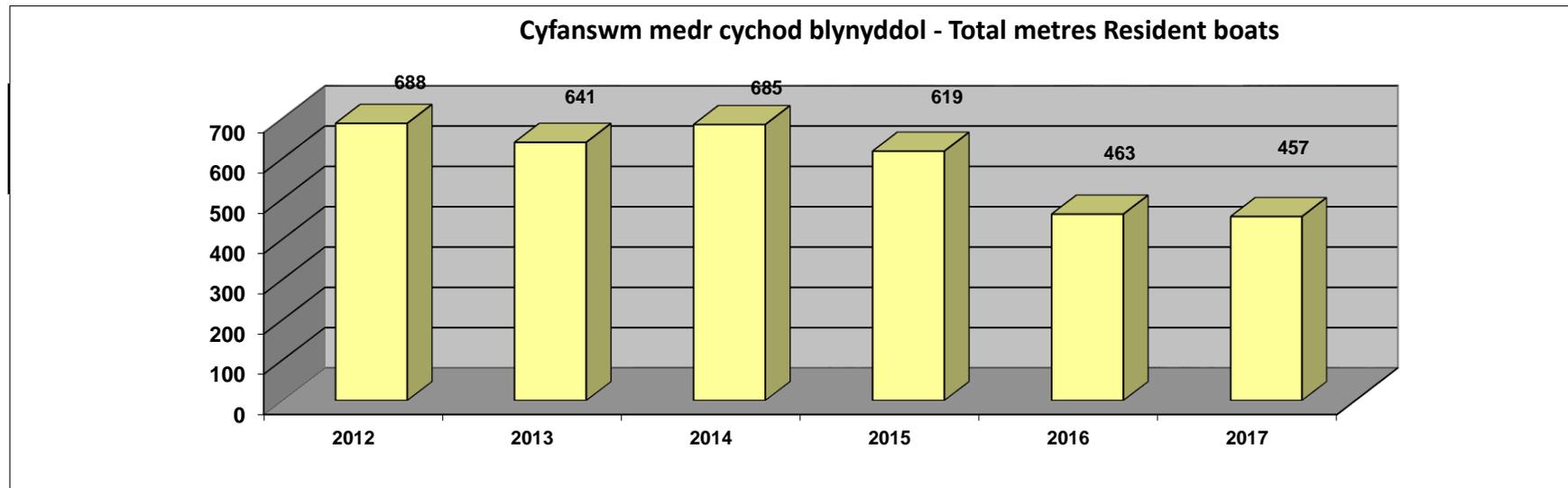
Hyd at Mawrth 2018
 Up to March 2018

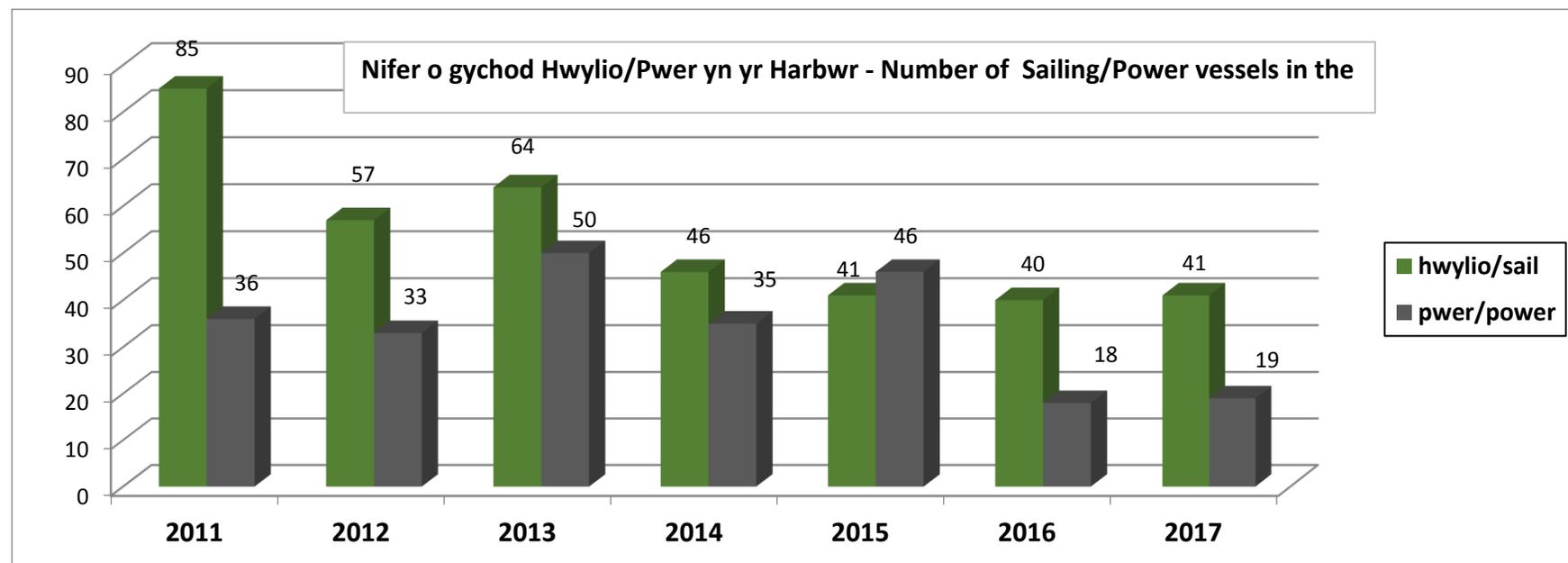
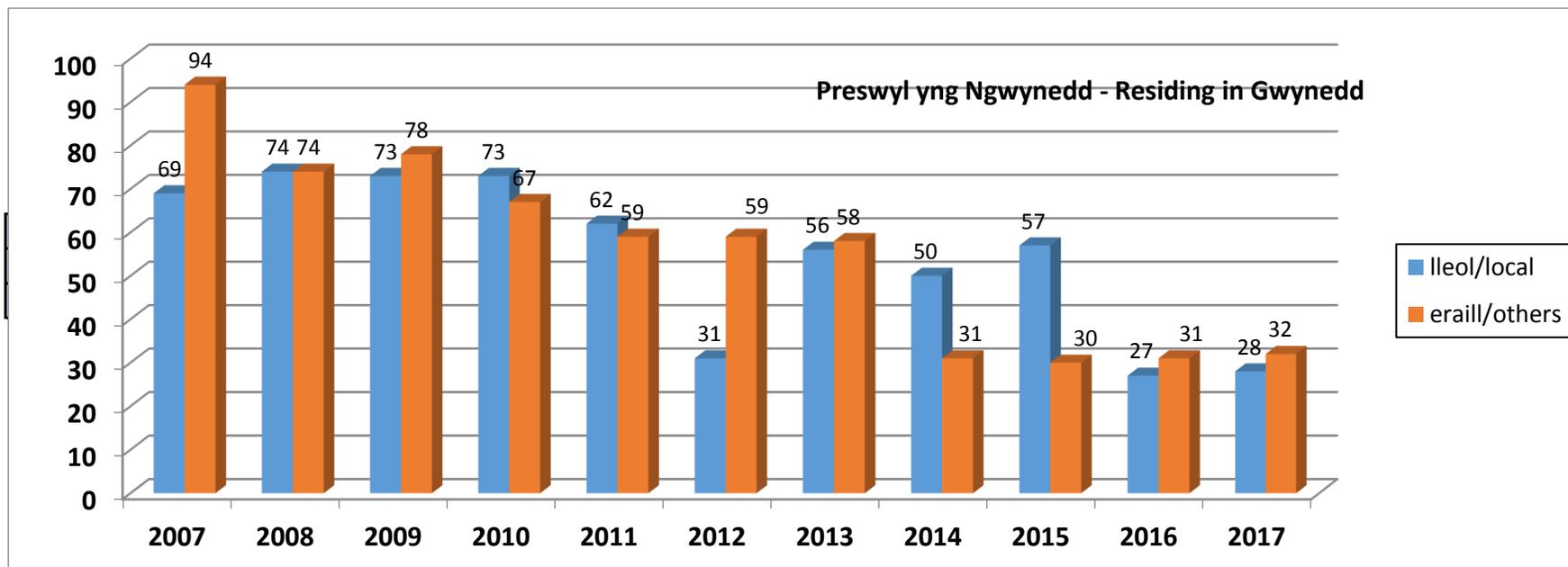
Ystadegau Blynyddol *Harbwr Pwllheli* - i Mawrth 2018
Annual Statistics for *Pwllheli Harbour* - to March 2018

Nifer o Gychod Blynyddol - Number of annual Resident vessels



Cyfanswm medr cychod blynyddol - Total metres Resident boats





Dadansoddiad o pam fod perchennog doc yn gadel - 1af Ebrill i 31ain o Fawrth
Analysis of why resident bertholders leave 1st April to 31st March

	2013	2014	2015	2016	2017	2018	2019	2020
Wedi gwerthu cwch/sold boat	3	4	0	2	0			
Ardal newydd/New Cruising Ground	0	0	17	1	0			
Parcio a lansio/Park and Launch	0	0	0	0	0			
Dim rheswm/No reason given	0	0	12	2	0			
Rhu ddrud/Too expensive	0	0	0	0	0			
Methdalwr/Bankrupt	0	0	0	0	0			
Iechyd/III health	0	0	0	1	0			
Blwyddyn allan/Year out	0	0	0	0	1			
Carthu/Dredging	0	0	0	0	0			
Cyfanswm/Total	3	4	29	6	1			

Hyd at Mawrth 2018

Up to March 2018



Agenda Item 6

Meeting	Pwllheli Harbour Consultative Committee
Date	20th March 2018
Title	Review of Hafan Pwllheli and Harbour
Author	Llyr B Jones, Economy and Community Senior Manager

1. Purpose of the Report

- 1.1 To provide an update on the Department's intention to review the management models for Hafan Pwllheli and harbour, and to seek the Committee's views on the criteria to be applied in evaluating possible models.

2. Background

- 2.1 Ever since the management of Hafan Pwllheli was transferred under the direct control of Gwynedd Council in April 2008, there has been an intention to review possible long terms management models.

- 2.2 During the same period, the Service has faced a number of challenges including :

- Economic downturn which has affected the leisure marine sector (and the demand for berths)
- Concerns regarding the levels of siltation in the channel and access to the harbour
- Lack of capacity in suitable locations to dispose of dredged material from the harbour (which limits dredging options)
- Increased in costs such as VAT and fuel and affects on the maritime sector
- Uncertain condition of the maritime sector with increased competition for customers among marinas

- 2.3 Although the Service continues to operate an annual profit, a combination of the above factors had contributed to a reduction in the number of annual customers over the last decade.

- 2.4 The financial situation is reviewed on a regular basis, and in February 2017 the Audit and Governance Committee supported the Department's intention to review the management arrangements.

- 2.5 The Department has since secured project resource to proceed with the work, and the current aim is to develop an outline business case this year, which will provide a firm direction for the future.

- 2.6 The work of developing the business case will be an iterative method, and will follow the government's 'Five Case Model'. The proposed arrangements enable the input from key stakeholders to guide the work, and ensure that a range of options are

considered and their respective suitability. As such, the model seeks to focus resources on the models most likely to meet the relevant objectives.

2.7 There are 3 Stages associated with the work :

- i) Stage 1 : Establish if there is a need for change
- ii) Stage 2 : Develop the outline business case
- iii) Stage 3 : Implementation

2.8 The purpose of Stage 1 is to assess whether or not there is a need for change, and if there is sufficient justification to invest resources to carry out more work on a short list of options. Subject to Stage 1, Stage 2 looks in greater detail on a short list of options, and assesses their viability by business case. At the end of Stage 2, a decision is reached whether or not to implement a new model.

3. Stage 1 : Establish if there is a need for change

3.1 In essence, 2 key questions are to be considered

- Is there a case to changing the management model for the Hafan and harbour?
- If so, which model or models should be considered further?

3.2 In order to address these questions, we need to establish what is important in terms of the objectives to be achieved by the Hafan and Harbour. These objectives will be used as criteria to evaluate the existing model against alternative models.

3.3 We also propose to engage with stakeholders to seek input on the criteria during March and April. The conclusions of such discussions will inform the criteria to be adopted and the basis to evaluate models.

4. Draft Criteria

4.1 As a starting point to initiate discussions, the Project Board have prepared the following criteria (these are not presented in any order of priority)

- a) To strengthen the economy by being commercially viable and as a result support marine businesses and local employment
- b) To provide an economic catalyst by attracting and maximising the use of the harbour

- c) To promote the Welsh language
- d) To provide Financial benefit to the Council
- e) To be able to attract Investment
- f) A business model which is sustainable
- g) A model which can be implemented

4.2 The above are draft criterias, and the Council would welcome any feedback or comments.

5. Recommendation

5.1 The Consultative Harbour Committee is invited to discuss and provide comments on the draft criteria.