



# Complete Agenda

Democracy Service  
Swyddfa'r Cyngor  
CAERNARFON  
Gwynedd  
LL55 1SH

Meeting

**PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE**

Date and Time

**5.30 pm, TUESDAY, 7TH MARCH, 2023**

Location

**Virtually on Zoom**

*(for public access to the meeting, please contact us)*

Contact Point

**Eirian Roberts**

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(DISTRIBUTED 27/02/23)

## **MEMBERSHIP:**

### **Gwynedd Council:**

Nia Wyn Jeffreys  
Gwilym Jones  
June Jones

Local Member  
Local Member  
Local Member

### **Co-Opted Members:**

Councillor Llywelyn Rhys  
[To be confirmed]  
[To be confirmed]  
Dr John Jones-Morris  
Ian Roberts  
Robert Owen  
Chris Fisher

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

### **Observers:**

Desmond George  
David Williams

Stephen Tudor

Aberdyfi Harbour Consultative Committee  
Deputy - Aberdyfi 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 - 8

The Chairman will propose that the minutes of the meeting of this committee, held on 11<sup>th</sup> October, 2022, be signed as a true record.

## **5. UPDATE ON HARBOUR MANAGEMENT MATTERS**

9 - 15

To submit a report by the Senior Harbours Officer.

## **6. ELECTION OF OBSERVERS**

To elect an observer to serve on the following -

- a) Aberdyfi Harbour Consultative Committee
- b) Barmouth Harbour Consultative Committee
- c) Pwllheli Harbour Consultative Committee

## **7. DATE OF THE NEXT MEETING**

To note that the next meeting of the Porthmadog Harbour Consultative Committee will be held on 3rd October, 2023 (subject to confirmation by the Full Council).

# Agenda Item 4

PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 11/10/22

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## PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 11/10/22

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### PRESENT:

Councillor Gwilym Jones (Cyngor Gwynedd) (Chair)

Councillor Nia Jeffreys (Cyngor Gwynedd) and Robert Owen (Commercial Interests Representative).

**ALSO IN ATTENDANCE:** Llyr Beaumont Jones (Assistant Head of Economy and Community Department), Barry Davies (Maritime Manager), Arthur Francis Jones (Senior Harbours Officer), Malcolm Humphreys (Porthmadog Harbourmaster) and Eirian Roberts (Democratic Services Officer).

Councillor Gwilym Jones was welcomed to his first meeting of this committee.

### 1. ELECTION OF CHAIR

**RESOLVED to elect Councillor Gwilym Jones as chair for 2022/23.**

### 2. ELECTION OF VICE-CHAIR

**RESOLVED to elect Councillor June Jones as vice-chair for 2022/23.**

### 3. APOLOGIES

Apologies were received from Councillor June Jones (Cyngor Gwynedd) and Dr John Jones-Morris (Leisure Interests Representative).

### 4. DECLARATION OF PERSONAL INTEREST

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

### 5. URGENT ITEMS

No urgent items were received.

### 6. MINUTES

The Chair signed the minutes of the previous committee meeting held on 8 March 2022, as a true record.

### 7. UPDATE ON HARBOUR MANAGEMENT MATTERS

The following reports were presented, and members were invited to give feedback on the safety matters and operational matters of the harbour.

- (1) The Senior Harbours Officer's report, giving a brief update to the committee on harbour matters for the period from March 2022 to September 2022.

Matters were raised under the following headings:-

#### Introduction

Referring to the Harbour Committee's Constitution, which was included as an appendix to the report and which listed the committee's membership, the Maritime

## **PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 11/10/22**

Manager expressed his concern that so few of the representatives of the harbour users' various interests were attending the meetings. He stated his intention to contact those representatives to highlight the importance of securing their members' input, or that of their delegates, in order to have a cross-section of observations in the meetings.

### Port Marine Safety Code

The Chair noted that Porthmadog Town Council had received a letter recently complaining that Personal Watercraft were coming too close to the shore in Samson Bay, and he asked if the maritime staff could have a word with those responsible.

In response, the Maritime Manager noted the following:-

- The Service shared those concerns, and the maritime staff had dealt with fatal accidents involving Personal Watercraft, and also powerboats over the past years.
- The Service was trying to improve control of this in this area of the harbour, especially over the summer season, but the incident in question had happened on 2nd of October, two days after the maritime staff had finished working on the beaches for the season.
- There was photographic evidence available of the incident, and the Service would have a word with the owner of the watercraft and the owner of the company that provides training.
- The number of complaints about Personal Watercraft and powerboats were decreasing overall, which showed that the Service's management of the situation, and people's behaviour, was improving.
- If the public or staff could not flag down a driver of a watercraft who was driving irresponsibly or too close to the shore, the Council had a registration system in place so that the owner could be identified fairly quickly. It was agreed that it was not always easy to see the registration number, but the driver was bound to come ashore somewhere.
- Robert Owen, as the representative for this industry on the committee, was proactively encouraging responsible and good use of the watercraft.
- PWC Gwynedd had held the 'Black Rock Blast' event to promote responsible and safe behaviour when using Personal Watercraft. The Council was also sharing evidence of irresponsible behaviour with PWC Gwynedd so that they could upload it on their website.
- It was difficult to police the length and breadth of the coastline, and although the Service had a boat in Porthmadog Harbour it was not always possible to get it out. However, the Service would try to improve this for next year.
- Anglesey and Conwy Councils had adopted a system of registering watercraft, as had existed in Gwynedd for years, and it would be good if this became a statutory, national arrangement so that it was a requirement that all watercraft are registered.
- The Town Council had forwarded the complainant's letter to him, and he had asked the Harbourmaster and the Senior Harbours Officer to provide a comprehensive response on behalf of the Harbour Authority.

The Chair asked how often did the Police boat call at the harbour. In response, the Maritime Manager noted:-

- That this happened very infrequently, but the Police had been running a publicity campaign in the area during the summer season.

## PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 11/10/22

- An officer from Natural Resources Wales was on-board the boat, together with police officers and divers.
- The boat operated from the Wirral, Manchester and Liverpool mainly, and also covered North-west England.

The Chair noted that the silt level had risen in the harbour, and he enquired when had the harbour been dredged last. In response, the Maritime Manager noted the following:-

- There were 28 years since the harbour had last been dredged.
- Any increase in seabed levels would affect boats in some part of the harbour.
- The development of the pontoon had slowed down and changed the flow of the water. Silt was being left behind when the tide went out of the harbour, and silt coming down the river was also being deposited in the harbour.
- The silt was likely to increase until it reached an equilibrium, a situation they were not far off he believed.
- It was not believed that the silt affected what was happening within the harbour in terms of the statutory element, since the navigation was still being overseen regularly and the buoys were still being stationed in the correct places.
- It was acknowledged that the situation was inconvenient for some boats that were used to going out on any tide level within reason, but that was expected.
- When the harbour had last been dredged, lorries were used where machinery lifted the silt into the lorries, but the act no longer allowed this. Also, the silt would have to be transported to a registered waste site.
- The cost of dredging the harbour would be around £500,000 or more.
- Perhaps in a year or two they could look at the possibility of pumping water into the harbour to try and remove some of the silt. The Sailing Club themselves could do this because all the income from the pontoons went to the Club.
- There were also pockets of silt in the walls on the quay-side, but the process of removing it would involve major work.
- The Service continued to monitor the situation, but there were no plans at present to carry out any dredging work in Porthmadog Harbour.

The Leisure Interests Representative noted as follows:-

- He hadn't noticed that the silt level in the quay walls had changes at all in 45 years.
- He did not believe that dredging would have any effect since the silt would return to the harbour in time.

### Financial Matters

The Maritime Manager noted that the harbour's latest budget was as follows, and that he would circulate the information to the members following the meeting:-

Group	Description	Budget £	Expenditure up to 31/03/21 £	Over (Under) Spend £
Staff	Staff Costs	63,530	67,132	3,602
Property	Land and Property	24,440	22,898	(1,542)
Transport	Boat and Vehicles	670	919	249

## PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 11/10/22

Equipment and Tools	Equipment and Tools	12,120	7,006	(5,114)
Income	Harbour Income	(73,830)	(61,619)	12,211
Total	Total	26,930	36,337	9,407

He further noted that they hoped the £9,407 overspend could be reduced against the budget of the current financial year by making less expenditure under the Property heading.

### Fees and Charges

The Maritime Manager noted:-

- That they had not received the inflation figures from the Finance Unit yet, but those figures would not be as low as in previous years.
  - They did not wish to increase the fees so high that no-one could afford to moor in Porthmadog Harbour, but they would have to be realistic when assessing the figures and the fees to see whether there were alternative ways of increasing the harbours' income.
  - They needed to look at the Borth-y-gest area because those aspects might be slightly lower than what the market there could accommodate. As such, they intended to increase fees in that area, but it would not have a particularly harmful impact on the customers there.
  - They would also need to look at the launching and registration fees and costs elements of Black Rock Sands, possibly.
  - Once there were firm figures and recommendations available, they could be circulated to the members outside a formal committee meeting, and also consult with the Cabinet Member in future.
- (2) The Harbourmaster's report, summarising the Navigational and Operational matters that had arisen between March and September 2022, including maintenance matters.

Matters were raised under the following headings:-

### Navigation Matters

A member enquired about the findings of the annual inspection by Trinity House of navigational aids in the harbour and the channel approach. In response, the Harbourmaster noted that no issues had arisen in Porthmadog, or in any other harbour. The Maritime Manager added that the Service had worked to improve the aids to navigation, and the fact that there were no issues arising in Porthmadog or in any other harbour was a credit to the harbourmasters.

The Maritime Manager stated that some things had come up on assets that the Service were not responsible for, but as a local lighthouse authority, there was a duty on the Maritime Service to follow these up with a third party. The Service had been trying to do this for years without success, and it was important that the third party took this seriously.

### Maintenance

The Harbourmaster noted:-

- That a new rowing club in Porthmadog had been granted permission to store a rowing boat at the back of the harbour.
- The work at the back of the harbour would be one of the largest projects over the winter.

## **PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 11/10/22**

- The boat named 'Dwyfor' needed a new propeller blade and required cleaning, and maintenance work was also needed on the Fairway Buoy.

On behalf of the committee, the Chair thanked the local groups and individuals who had been involved in beach cleaning activities on Black Rock Sands.

The Maritime Manager thanked the Chair and Councillor Nia Jeffreys for their interest in the Service, and in Black Rock Sands and the harbour, and expressed his hope that this would continue in future.

**RESOLVED to note and accept the report.**

### **8. ELECTION OF OBSERVERS**

The committee was invited to elect an observer to receive information, or attend the meetings of the other three harbour committees.

**RESOLVED that since so few members were present at this meeting, to defer the election of an observer to serve on the Aberdyfi, Barmouth and Pwllheli Harbours Consultative Committees for the time being, and to contact all the members as soon as possible to invite anyone interested to put their names forward.**

### **9. NEXT MEETING**

It was noted that the next meeting would be held on 7 March 2023.

At the end of the meeting, the Maritime Manager noted that this was possibly his last meeting of the committee as it was highly likely that he would be leaving the Council's employment early in 2023. Nonetheless, he hoped to be able to continue supporting his colleagues to prepare for the next meeting in March.

The Chair and the committee members thanked the Maritime Manager for all his work over the years. It was noted that he was a professional, conscientious and experienced officer who was always willing to offer guidance and to help and listen. He had also developed the Maritime Service over a number of years, and proof of his hard work could be seen clearly in the Service. It was noted that he would be very much missed, and he was wished well in future.

The meeting commenced at 5.30 pm and concluded at 6.40 pm

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**CHAIR**



# Agenda Item 5

<b>MEETING</b>	<b>Porthmadog Harbour Consultative Committee.</b>
<b>DATE</b>	<b>7th March 2023</b>
<b>TITLE</b>	<b>Update on Harbour Management Matters</b>
<b>AUTHOR</b>	<b>Senior Harbour Officer</b>

## **1. Introduction.**

- 1.1 The Committee's main function is to consider, discuss and advise on matters relating to the management, safety and development of the Harbour and to receive Member's observations on matters relating to Porthmadog Harbour.
- 1.2 The purpose of this report is to provide a brief update for the attention of the Committee on harbour matters for the period ending March 2023, in order to receive feedback from the members on safety matters and the operational matters of the Harbour.

## **2. Porthmadog Moorings and Boat Registration.**

- 2.1 In accordance with previous years, it is anticipated that an underwater inspection of the moorings within the harbour will take place before the Easter period, subject to the commitments of the mooring contractor, tidal and weather conditions.
- 2.2 The Gwynedd Council Powerboat and Personal Watercraft registration system will continue to be administered through an online arrangement, allowing customers to choose the most suitable location to collect registration and launch permits. Following the success of that arrangement, it is now hoped to allow mooring customers to both confirm and pay for their harbour mooring via a similar on-line system.

## **3. Port Marine Safety Code.**

- 3.1 The Port Marine Safety Code ('PMSC') sets out a national standard for every aspect of port marine safety. Its aim is to enhance safety for everyone who uses or works in the port marine environment. It applies to all Statutory Harbour Authorities.
  - 3.1.1 The Code represents good practice as recognised by a wide range of industry stakeholders and Gwynedd Council understands that a failure to adhere to good practice may be indicative of a harbour authority being in breach of certain legal duties.
  - 3.1.2 It is necessary for the Service to receive the comments and views of Consultative Committee Members on the suitability of the Port Marine Safety Code and to regularly receive observations on its contents, in order that it may be reviewed as relevant to the harbour activities, navigational aids, suitability of by-laws, safety matters and general day to day work at Porthmadog Harbour.
  - 3.1.3 The Service is due to review and update the Port Marine Safety Code this year to ensure safety standards within the harbours of Gwynedd are maintained. An annual external audit of the code is also expected to be undertaken by the defined designated person, Captain Matthew Forbes, Conwy Harbourmaster later in the year.

## **4. Staffing Matters.**

- 4.1 Harbour staff have continued to work from the harbour office throughout the winter period to ensure the safety of the harbour.

4.2 The Harbourmaster and his assistant have undertaken a winter maintenance work programme, in addition to providing assistance with required work at the harbours of Aberdyfi and Barmouth. Further work is to be carried out particularly in relation to the harbour moorings and navigation marks before the busy summer period commences.

## 5. **Financial Matters.**

5.1 A brief summary of the harbour budget and current financial situation will be discussed at the meeting by the new Principal Maritime Officer.

5.2 During this period it was necessary to commit financial resources for the following;

- Maintenance of navigational aids and beacons
- Inspection and maintenance of Council moorings
- Maintenance and operation of the of Harbour patrol vessels
- Maintenance of land and street furniture
- Purchase and maintenance of tools and equipment including safety equipment

5.3 **Fees and Charges. 2023/24.** The Service currently awaits confirmation with regard to the draft fees and charges for Porthmadog Harbour, together with the Powerboat and Personal watercraft launching fees for 2023/24 season. It has been indicated that mooring fees and charges will, in general, rise by 6%.

6. **Harbourmasters Report.** The Harbourmaster at Porthmadog has provided a brief summary of the Navigational and Operational matters undertaken and encountered during the period October 2022 - March 2023 inclusive, including maintenance issues. A copy of his report is attached.

DG53 - HARBWR PORTHMADOG		01/04/2022 up to 31/03/2023			
GROUP	ACC	DESCRIPTION	BUDGET	PREDICTED EXPENDITURE UP TO 31/03/2023	OVER (UNDER)
Staff	AGWE	Staff Costs	66,590	69,691	3,101
Property	BEID	Ground and Buildings	24,440	15,919	(8,521)
Transport	CTRA	Boat and Vehicles	670	990	320
Equipment	DCYF	Tools and Equipment	12,120	12,115	(5)
Income	INCM	Harbour Income	(73,830)	(63,129)	10,701
Total	CYF	Total	29,990	35,587	5,597

<b>MEETING</b>	<b>Porthmadog Harbour Consultative Committee</b>
<b>DATE</b>	<b>07 March 2023</b>
<b>TITLE</b>	<b>Harbourmasters Report</b>
<b>AUTHOR</b>	<b>M.Humphreys Porthmadog Harbourmaster</b>

## **H 1 Navigational Issues**

- 1.1 Harbour staff have continued to monitor the course of the navigable channel over the winter period. Fundamentally, the course of the channel has remained unchanged. However, of late, the dynamics of the river in association with tidal flow, has seen the seaward entrance to the channel beginning to move in the direction of Criccieth at the mouth of the river.
- 1.2 In consequence, should this trend continue, the existing position of the number two (2) Port Hand aid to navigation will require review. Additionally, it may be necessary to deploy the number three (3) Starboard Hand aid to navigation which is currently classified as an occasional buoy, to assist mariners in the area of the channel entrance.
- 1.3 There is currently one Local Notice to Mariners in force:
- 1.3.1 Local Notice to Mariners No 11/22. The No 2 Port Hand aid to navigation located at position 52° 53.132'N - 004° 09. 742'W is currently off station.
- 1.3.2 Following recovery from Harlech sands, the number two (2) Port Hand aid has been refurbished and is ready for deployment. Dependent upon available staffing and with favourable weather and tidal conditions the aid to navigation will be returned to the channel as soon as possible in a suitable location.
- 1.4 Harbour staff will continue to monitor the course of the channel and move the navigational aids as and when necessary, to provide the safest route in and out of harbour. As the Spring season approaches, it is hoped the course of the navigable channel will settle down.
- 1.5 An inspector from Trinity House attended the harbour on 24<sup>th</sup> January 2023 to conduct an audit of the records of the availability of the local aids to navigation under the management of Gwynedd Council. Following the inspection, a report was received to state that everything was found in good order and there were no matters arising which require further comment.
- 1.6 Mariners are reminded of the need to navigate the channel 1.5 hours either side of high water when navigating a vessel with a draft exceeding 1.5 metres. Mariners are also reminded that contact should be made with the harbour office prior to any approach, to obtain the latest navigational information. Changes to any of the navigational aids will be circulated via Local Notice to Mariners.

## **H 2 Operational Issues**

- 2.1 Throughout the winter period vessel movements in the harbour and channel approaches have been extremely limited.
- 2.2 Over the winter period and during the winter storms two craft moored on South Snowdon Wharf (Cei Newydd) and one small powerboat moored in the inner harbour took on seawater and became swamped. All three craft were subsequently recovered and re-floated without any pollution to the harbour waters.
- 2.3 It is anticipated that those vessels currently ashore in the boatyards will gradually be returned to the water as the Easter period arrives. From the number of enquiries made at the harbour office over the winter period for the availability of moorings, the service is hopeful of a busy forthcoming season, despite the continuing effects of the coronavirus.
- 2.4 In accordance with Maritime and Coastguard Agency requirements, on the 14<sup>th</sup> February 2023, staff from an approved and appointed secondary oil spill response provider, placed a containment boom across the inner harbour entrance in collaboration with harbour staff.
  - 2.4.1 The purpose of the exercise was to review and update the 'booming plan' for the harbour, in the event of a large scale oil pollution incident, as part of the oil pollution emergency response plan for the harbour.

## **H 3 Maintenance**

- 3.1 Maintenance of the harbour moorings is expected to be conducted before the busy season commences, following an underwater inspection of the condition of the moorings present in the harbour.
- 3.2 Two new quayside ladders are to be installed to replace those that are now beyond maintenance along the harbour quay wall. Construction of the ladders is being undertaken by a local metalworker with delivery currently awaited.
- 3.3 The vessel Mv Dwyfor is currently undergoing maintenance by harbour staff. The vessel is to be fitted with a new propeller before the busy season, and enquiries are currently on-going in relation to this matter with a marine company at Caernarfon.
- 3.4 The harbour 'Powercat' patrol vessel, which is coded for operations at sea, is in the process of receiving two new outboard engines. The work is being carried out by a local company in Porthmadog.
  - 3.4.1 Due to a change in vessel coding Regulations, it is now necessary for the 'Powercat' vessel to undergo an assessment of its construction before vessel coding arrangements can be completed. The assessment is to be made by an approved certifying body, on behalf of the UK Government, to check compliance with regulatory standards.

- 3.4.2 Following assessment, it is anticipated that the 'Powercat' vessel will be fully coded for operations at sea again in time for the Easter period.
- 3.5 The small tender vessel utilised by harbour staff has been removed from the water for annual maintenance. The vessel will be ready in time for the Easter period.
- 3.6 Benches around the harbour environment continue to be refurbished with further work still to be completed. The Service continues to receive requests for the placement of benches around the harbour with only limited space available.

#### **H 4 Other Matters**

- 4.1 **Traeth Morfa Bychan.** The Service has received notification of a shipment of a large transformer for delivery to Trawsfynydd power station. In a similar manner to the shipment that occurred on the 16<sup>th</sup> September 2020, the vessel undertaking the shipment is expected to undertake a beach landing at Morfa Bychan in late June / early July 2023, when tidal conditions are optimal. The transformer will then be taken by road to the power station.
- 4.2 It has once again been necessary for harbour staff to attend the main entrance to the beach on numerous occasions over the winter period to gather and clear away rubbish and general household waste that has been indiscriminately dumped and deposited in and around the base of the waste collection receptacles located by the toilet facilities.

#### **H5 Events**

- 5.1 Although anticipated, the Service are yet to be notified of any forthcoming events proposed to take place at Porthmadog Harbour this year. The Service would like to remind event organisers of the need to provide early notification of any proposed event and submission for approval.
- 5.2 In considering the approval of any event, the Service will give due regard to the prevailing circumstances and apply any restrictions, impositions or limitations thereby necessary to ensure public and staff safety.



# Harbwr Porthmadog Harbour

Mae'r sianel yn newid ei chwrs yn rheolaidd, cynghorir bod morwyr yn cysylltu efo'r Harbwrfeistr ym Mhorthmadog am y wybodaeth ddiweddaraf

The channel changes its course on a regular basis, it's advised to contact the Harbourmaster at Porthmadog for the latest information.

01766 512927 / 07879 433 147, VHF 12/16

