

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

## **1. Marine Safety Code**

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

## **2. Operational Issues**

### **2.1 Navigation**

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

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

## 2.2 **Maintenance**

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

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

## 2.3 **Staffing Matters**

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

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

## 2.4 **Other matters**

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

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

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

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

### 3. Financial Matters

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

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

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

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

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

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

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