



Complete Agenda

Democracy Service
Swyddfa'r Cyngor
CAERNARFON
Gwynedd
LL55 1SH

Meeting

PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE

Date and Time

5.30 pm, TUESDAY, 27TH FEBRUARY, 2024

Location

Cyfarfod Rhithiol / Virtual Meeting

(For public access to the meeting, please contact us)

Contact Point

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(DISTRIBUTED 19/02/24)

MEMBERSHIP:

Cyngor Gwynedd:

Nia Wyn Jeffreys
Gwilym Jones
June Jones

Local Member
Local Member
Local Member

Co-Opted Members:

Aled Griffith
To be confirmed
To be confirmed
Dr John Jones-Morris
Ian Roberts
Robert Owen
Will Walker-Jones

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

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 declarations of personal interest.

3. URGENT BUSINESS

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

4. MINUTES

4 - 6

The Chair will propose that the minutes of the meeting of this committee, held on 3rd October, 2023, be signed as a true record.

5. UPDATE ON HARBOUR MANAGEMENT MATTERS

7 - 14

To submit a report by the Senior Harbours Officer.

6. DATE OF THE NEXT MEETING

To note that the next meeting of the Porthmadog Harbour Consultative Committee will be held on 1st October, 2024 (subject to confirmation by the Full Council).

PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 3/10/23

PRESENT:

Councillor Gwilym Jones (Cyngor Gwynedd) (Chairman)
Councillor June Jones (Cyngor Gwynedd) (Vice-chair)

Councillor Nia Jeffreys (Cyngor Gwynedd), Robert Owen (Commercial Interests Representative) and Will Walker-Jones (Cricieth RNLI Representative).

ALSO IN ATTENDANCE: Llyr Beaumont Jones (Assistant Head of Economy and Community Department), Bryn Pritchard-Jones (Maritime Service Manager), Arthur Francis Jones (Senior Harbours Officer), Malcolm Humphreys (Porthmadog Harbourmaster) and Eirian Roberts (Democracy Services Officer).

OBSERVER: Desmond George (Aberdyfi Harbour Consultative Committee)

Will Walker-Jones, Cricieth RNLI representative, was welcomed to the meeting.

1. ELECTION OF CHAIR

RESOLVED to elect Councillor Gwilym Jones as chair for 2023/24.

2. ELECTION OF VICE-CHAIR

RESOLVED to elect Councillor June Jones as vice-chair for 2023/24.

3. APOLOGIES

No apologies were received.

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 meeting of this committee held on 7 March, 2023 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 Harbour Officer's report, providing a brief update to the committee on harbour matters for the period March to October, 2023.

As part of the report, the Maritime Service Manager gave a short summary of the Harbour's budgets 01/4/23 – 31/3/24 (August 2023 Review), which was included as an appendix to the report.

PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 3/10/23

He also detailed the Service's performance indicators (which were also included as appendices to the report).

On a general note, the Maritime Service was thanked for their work during the summer keeping everyone safe on the beaches, and for bringing a balanced budget to the committee.

- (2) The Harbourmaster's report, summarising the Navigational and Operational matters that had been completed and experienced between March and October 2023, including maintenance issues.

Matters were raised under the following headings:-

Operational Matters

Referring to the two recent instances of pollution in the harbour (paragraphs 2.2 and 4.2 of the report), it was enquired whether it would be possible for such matters to be made known to the local members at the time, rather than waiting until the next meeting of the committee, so that the members could respond to enquiries by their constituents. The following was noted in response:-

- They accepted the point, and they did try to update the local members when there were quite serious incidents in the harbours.
- It could be confirmed that the relevant authorities had been notified of the two incidents in question, and that all necessary procedures had been followed.
- A marine surveyor had been commissioned to carry out an inspection of the former fishing vessel '*Beverley*' which had flooded during heavy rainfall and partially submerged, causing it to release a small amount of diesel fuel into the harbour waters. The boat had been inspected while it was in the water, and following its relocation close to the harbour slipway. Once the surveyor's report had been received, the Service planned to discuss the content of the inspection with the owner of the boat, and the members would be updated once more details became available.
- Natural Resources Wales were investigating the liquid that was emerging from the outfall pipe near the road bridge in the northern part of the harbour during heavy rainfall. They had not sent a formal written report to date, but the members would be updated once there was information available about the source of the contamination.

A member questioned what would happen to the '*Beverley*' vessel in the future. In response, it was noted that they would have to wait for the report of the marine surveyor on the condition of the vessel and discuss with the owner before being able to make any decision regarding what would happen to the vessel in future.

The Harbourmaster noted that he wished to thank the company Robert Owen Marine, Porthmadog, for lending the personal watercraft to the Service to patrol the Porthmadog channel.

Maintenance

Further to the content of the report, the Maritime Service Manager explained that the net cost of £12,293 for two new engines for the Powercat patrol vessel had not come from this year's budget, but had rather been paid out of a designated fund for them.

Also, further to the content of the report, the Harbourmaster noted that the Service had invested £1,200 in purchasing a drone and that the staff had received training

PORTHMADOG HARBOUR CONSULTATIVE COMMITTEE 3/10/23

on its use. He noted that the drone was of huge assistance in locating missing buoys, and it could also highlight when people on beaches were in danger of being engulfed by the tide.

Other Matters

The Assistant Head of Economy and Community Department congratulated the harbour staff on their work assisting with the preparations on Morfa Bychan beach to receive a large barge which was transporting an electrical transformer for Trawsfynydd Power Station. It was also noted that the company had written to the Council to express their satisfaction with the arrangements.

A member enquired whether the company had been charged, since the arrangements had involved considerable work and costs for the Department. In response, it was explained that the maritime officers had kept a record of all the signs, fencing, concrete blocks etc. that had been ordered, together with the administration fee, thus the Service had been more than reimbursed for the cost.

The Chairman thanked the Maritime Department for providing information to the councillors and for answering enquiries so quickly.

The Maritime Service Manager emphasised that the Service wished to remind everyone of the need to ensure that the sea defence gates in Borth y Gest remained shut during the winter.

RESOLVED to note and accept the report.

8. NEXT MEETING

It was noted that the next meeting would be held on 27 February, 2024.

The meeting commenced at 5.30pm and concluded at 6.15pm.

CHAIR

MEETING	Porthmadog Harbour Consultative Committee
DATE	27th February 2024
TITLE	Update on Harbour Management Matters
AUTHOR	Senior Harbours Officer

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 October 2023 to February 2024, in order to receive feedback from the members on safety matters and the operational matters of the Harbour.
- 1.3 The Harbour Committee's of Abermaw, Aberdyfi and Pwllheli were established under section 102(4) of the Local Government Act of 1972. The Porthmadog Harbour Committee is a statutory Harbour Committee, set up in accordance with Section 6(2) (a-j) of the Porthmadog Harbour Revision Order 1998.

2. Porthmadog Moorings and Boat Registration.

- 2.1 Before the Easter period, the Harbourmaster and his Assistant will oversee the renewal of the ground mooring and riser chains sited in the harbour. The work is to be undertaken by a locally appointed mooring contractor.
- 2.2 Customers wishing to have a harbour mooring or register their watercraft for the forthcoming season are expected to complete the online process promptly through the Cyngor Gwynedd website, once the appropriate fees have been confirmed. Thereafter, mooring customers should liaise with the Harbourmaster to confirm the position of their harbour mooring.
- 2.3 The Service looks forward to what it hopes will be a busy summer period this year and that harbour customers and visitors alike will enjoy the harbour environment.

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.

The Code represents good practice as recognised by a wide range of industry stakeholders and Cyngor Gwynedd understands that a failure to adhere to good practice may be indicative of a harbour authority being in breach of certain legal duties.

- 3.2 The Service regularly reviews the Port Marine Safety Code for the harbours under its jurisdiction in order to remain in full compliance with the current requirements of the Code. As part of the review process, it is necessary 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, particularly with relevance to the harbour activities, navigational aids, suitability of by-laws, safety matters and general day to day work at Porthmadog Harbour.

4. Staffing Matters.

4.1 The Harbourmaster Mr Malcolm Humphreys and his assistant Mr Richard Hughes continue to provide a Service to harbour customers and visitors alike at Porthmadog Harbour. Should work commitments dictate, Maritime staff based at the harbours of Abermaw and Aberdyfi are also able to assist if required.

4.2 During the winter period, the officers have undertaken maintenance work at the harbour, in addition to work undertaken at Borth-Y-Gest and on the nearby beaches at Morfa Bychan and Criccieth.

4.3 The position of a full time Beach Officer based at Porthmadog harbour, to work along the beaches of the nearby coastline, has now been filled. Following an interview process, the successful candidate Mr Math Roberts will commence with the Service on the 1st March 2024. As usual, seasonal Beach Officers will also be appointed in time for the start of the busy summer period, to work on the beaches of Morfa Bychan and Criccieth.

5. Financial Matters.

5.1 A brief summary of the harbour budget and current financial situation up to the end of the current financial year will be provided by the Maritime Service Manager.

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

- Maintenance of navigational aids and beacons
- Maintenance of harbour tools and equipment
- Maintenance of Council moorings
- Maintenance and operation of the of Harbour Powercat patrol vessel
- Maintenance of lands and benches

5.3 Fees and Charges. 2024/25.

With regard to the prospective fees and charges for Porthmadog Harbour together with the Powerboat and Personal Watercraft launching fees for 2024/2025 season, as on previous occasions, the Service intends to adjust the fees in line with the prevailing rate of inflation at the time. However, no decision has yet been made to confirm the level of fees to be applied next season.

6. Harbourmasters Report. The Harbourmaster at Porthmadog will provide a summary of the Navigational and Operational matters undertaken and encountered during the period October 2023 - February 2024 inclusive, including maintenance issues. A copy of his report is attached.

PORTHMADOG HARBOUR	Financial Performance for the Period 1 April 2023 to 31 March 2024 - November 2023 Review		
	BUDGET FOR THE PERIOD 1/4/23 TO 31/3/24	EXPENDITURE FORECASTED 1/4/23 TO 31/3/24	OVER (UNDER)
<u>Employees</u>	71,000	75,284	4,284
<u>Buildings</u>	26,970	6,573	(20,397)
<u>Transport</u>	860	431	(429)
<u>Supplies & Services</u>	12,900	21,863	8,963
<u>One - Off Expenditure - Financed from Reserves</u>	0	36,000	36,000
<u>Total Expenditure</u>	111,730	140,151	28,421
<u>Income</u>	(80,140)	(73,943)	6,197
<u>Contribution from Reserves</u>	0	(36,000)	(36,000)
<u>Total Net</u>	31,590	30,208	(1,382)

MEETING	Porthmadog Harbour Consultative Committee
DATE	27th February 2024
TITLE	Harbourmasters Report
AUTHOR	M.Humphreys Porthmadog Harbourmaster

H 1 Navigational Issues

- 1.1 Harbour staff have continued to monitor the course of the navigable channel over the winter period. Despite the winter storms to date and the consequential increase in the volume of water that has been flowing out from the rivers Glaslyn and Dwryyd, the course of the navigable channel has remained unchanged.
- 1.2 Further channel surveys will be undertaken as the season of spring approaches. If required, the navigational marks will be moved by harbour staff, to assist mariners in negotiating the safest route to and from the harbour.
- 1.3 There are currently one Local Notice to Mariners in force:
- 1.3.1 Local Notice to Mariners No 19/23. The light on the Porthmadog Fairway buoy located at position 52°52.970'N 004°11.200'W. is not functioning correctly. The light will be repaired as soon as practically possible, subject to suitable weather and tidal conditions and the availability of a mooring contractor.
- 1.4 An inspector from Trinity House attended the harbour on the 10th October 2023 to conduct an audit of the records of the availability of the local aids to navigation under the management of Cyngor Gwynedd. Following the inspection, a report was received to state that everything was found in good and efficient order and there were no matters arising which require further comment.
- 1.5 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. This is due to the available depth of water over the sand bar at the seaward entrance to the navigable channel.
- 1.5.1 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 powered craft and sailing vessel movements in the harbour and channel approaches have been extremely limited, rowing section movements have however been noticeable.
- 2.2 Despite the winter weather, it is pleasing to report that those craft within the harbour waters have remained stable and secure. It is anticipated that vessels currently

ashore in the boatyards will gradually be returned to the water as the Easter period approaches. From the number of new enquiries made at the harbour office over the winter period for the availability of moorings, the service is hopeful of attracting new customers for the forthcoming season.

H 3 Maintenance

- 3.1 Maintenance of the harbour moorings commenced at the beginning of the year following an inspection by a local mooring contractor. As part of the maintenance, worn sections of ground chain have been replaced together with the riser chains that required replacement. All mooring work in the harbour is expected to be completed by the end of February.
- 3.2 New quayside ladders have been delivered to the harbour premises and are soon to be installed, along the quay wall running past the Harbourmasters office. Construction of the ladders has been undertaken by a local metalworker to replace those that are now beyond maintenance.
- 3.3 The vessel Mv Dwyfor is currently out of the water at Pwllheli and undergoing maintenance work. The vessel engine is receiving an overhaul and a new propeller is to be fitted. The work is being undertaken by a local marine engineering firm based at Pwllheli.
- 3.4 The harbour 'Powercat' patrol vessel is also currently out of the water and in the process of undergoing maintenance. Due to changes in vessel coding regulations, the vessel is now required to undergo an annual survey by an approved Maritime and Coastguard Agency surveyor. This is scheduled to take place at the end of February after which, the engines will receive a service, before the vessel returns to operational duties.
- 3.5 Harbour staff have undertaken refurbishment work on benches located around the harbour with further work yet to be completed. The Service continues to receive requests for the placement of memorial benches around the harbour, which presently cannot be accommodated.

H 4 Other Matters

- 4.1 **Harbour Security:** The CCTV facility at the harbour is expected to receive an equipment upgrade, with an additional camera and updated camera imagery provided. It is hoped the work can be completed in time for the busy summer period.
- 4.2 **Harbour Paving:** Broken and lifted paving slabs around the harbour environment continue to be a cause for concern, with staff undertaking repairs whenever possible or isolating the area until repairs can be effected. Further work is required in this respect, particularly around the harbour trees where the tree roots have caused the paving to lift.
- 4.3 **Borth-Y-Gest.** Following local consultation, harbour staff will undertake a programme of maintenance on seating benches located on land under the control of the Maritime department. Further maintenance work will also be undertaken on stone walling near the old pilot docking area.

- 4.4 **Morfa Bychan.** The beach cabin currently sited at the rear of the harbour office at Porthmadog is to be moved to the beach entrance at Morfa Bychan for the benefit of staff during mid- March, in time for the Easter period. The work is to be completed by a local haulage company.

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 whether to approve an event, the Service will give due regard to the information provided detailing the circumstances and apply any restrictions, impositions or limitations thereby necessary to ensure public and staff safety.

Harbwr Porthmadog Harbour
Lleoliad Cyfredol Cymhorthyddion Mordwyo
Present Positions of Aids to Navigation

14/02/2024

Mae'r sianel yn newid yn aml ac mae angen cysylltu gyda'r Harbwrfeistr pan fydd angen defnyddio'r sianel
The buoys in the channel are subjected to frequent movement the Harbourmaster should be contacted for the latest information.

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Fairway			
	LFlw 10s	52° 52.970 N	004° 11.200 W
1	Q FL G	52° 53.337 N	004° 10.826 W
2	Q FL R	52° 53.643 N	004° 10.567 W
3	FL G 3s	52° 53.651 N	004° 10.061 W
4	FL R(2)5s	52° 53.633 N	004° 09.740 W
5	FL G(2)5s	Occasional	Achlysurol
6	FL R (3)10s	52° 53.610 N	004° 09.532 W
7	FL G (3)10s	Occasional	Achlysurol
8	FL G (4)15s	Occasional	Achlysurol
9	FL G (4) 15s	52° 53.965 N	004° 09.287 W
10	FL R 2.5s	52° 54.209 N	004° 09.234 W
11	FL R (5) 20s	52° 54.449 N	004° 08.965 W
12	FL G 4s	52° 54.638 N	004° 08.382 W
13	FL R 2s	Occasional	Achlysurol
14	FL R 6s	Occasional	Achlysurol
15	FL G (2) 5s	52° 54.808 N	004° 08.050 W
17	FL G 6s	52° 55.015 N	004° 07.866 W



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 it's 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



Cynghorir morwyr i beidio mordwyo dros y draethell oni bai fod o fewn 2 awr pob ochor i'r pen llanw, cychod gyda draft fwy na 1.5 i fod fewn 1.5 awr bob ochor i'r pen llanw.

The channel should not be used at any time other than 2hrs either side of high water, vessels with a draft greater than 1.5m should only use the channel 1.5 hrs either side of high water

Rhybydd / Caution
Nid yw gael ei ddefnyddio ar gyfer mordwyo
Not to be used for navigation