



Complete Agenda

Democracy Service
Swyddfa'r Cyngor
CAERNARFON
Gwynedd
LL55 1SH

Meeting

PWLLHELI HARBOUR CONSULTATIVE COMMITTEE

Date and Time

6.00 pm, TUESDAY, 5TH MARCH, 2024

Location

Virual Meeting

For public access to the meeting, please contact us

Contact Point

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MEMBERSHIP:

Gwynedd Council:

Hefin Underwood
Elin Hywel
Richard Glyn Roberts

Co-Opted Members:

Barry Simmons
Stephen Tudor
Michael Sol Owen
Wil Partington
Andrew Picken
Alwyn Roberts
Cyng. Mike Parry
Ifor Hughes

Pwllheli Marina Berth Holders' Association
Representing Pwllheli Sailing Club
Representing Plas Heli
Representing Pwllheli Maritime Traders Association
Representing Pwllheli Chamber of Trade
Representing Pwllheli Lifeboat Institution
Cyngor Tref Pwllheli
Pwllheli and District Boat Owners Association

Observers:

Desmond George
David Williams
Gwilym Jones

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 10 October 2023, be signed as a true record.

5. UPDATE ON HARBOUR MANAGEMENT MATTERS

9 - 14

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

6. DATE OF THE NEXT MEETING

To note that the next meeting of the Pwllheli Harbour Consultative Committee will be held on 08 October, 2024 (subject to confirmation by the Full Council).

PWLLHELI HARBOUR CONSULTATIVE COMMITTEE 10/10/2023

PRESENT:

Cyngor Gwynedd: Councillor Hefin Underwood (Chair), Councillor Elin Hywel and Councillor Nia Jeffreys (Cabinet Member – Economy and Community)

Co-opted Members: Jenny Moss (Pwllheli Marina Berth Holders Association), Councillor Mike Parry (Representing Pwllheli Town Council), William Partington (Representing Pwllheli Maritime Traders Association) and Stephen Tudor (Pwllheli Sailing Club representative).

Officers: Gerwyn Owen (Pwllheli Hafan and Harbour Commercial Manager), Llŷr B Jones (Assistant Head of the Economy and Community Department), Einir Rh Davies and M Eirian Roberts (Democracy Services) and the Translators

Others Present as Observers: Desmond George (Observer, Aberdyfi Harbour Consultative Committee), Ruth James (Secretary, Pwllheli Marina Berth Holders Association), Councillor Gwilym Jones (Observer, Porthmadog Harbour Consultative Committee) and Barry Simonds (Pwllheli Marina Berth Holders Association)

At the start of the meeting the Chair extended condolences to Stephen Tudor following his recent bereavement in losing his mother and the Committee also extended its sympathy.

1. ELECTION OF CHAIR

Councillor Hefin Underwood was elected as Chair of the Committee for the period 2023-24.

2. ELECTION OF VICE-CHAIR

Councillor Elin Hywel was elected as Vice-chair of the Committee for the period 2023-24.

3. APOLOGIES

Councillor Michael Sol Owen (Representing Plas Heli, Pwllheli), Alwyn Roberts and Andy Vowell (Representing the Pwllheli RNLI)

4. DECLARATION OF PERSONAL INTEREST

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

5. URGENT ITEMS

The Chair took the opportunity to enquire whether it was possible to have a meeting around a table in March 2024? He noted that many members wished to have a face-to-face meeting and several members of the public had enquired why the meeting was not face-to-face? The Chair agreed to write a letter on behalf of the Committee to this end. In addition, it was asked whether it was possible to consider having a meeting during the day rather than in the evening? The Cabinet Member asked whether they had a hybrid meeting in mind, and it was noted that the more people that could be had around the table, the better it would be.

6. MINUTES

The Chair signed the minutes of the previous meeting of this Committee, held on 14 March 2023, as a true record.

7. UPDATE ON HARBOUR MANAGEMENT AND OPERATIONAL MATTERS

Reference was made to the report produced by the Commercial Manager of Hafan Pwllheli and the Harbour, and it was reported as follows:

1.1 Port Marine Safety Code

It was confirmed that it continued to be a priority for the Senior Harbours Officer, together with the new Maritime Service Manager, Bryn Pritchard Jones, to update the Safety Code for each harbour in Gwynedd. Once more, everyone was reminded to contact the service if there were any issues.

1.2 Dredging the Channel

It was reported that dredging the channel remained a challenge although there had been collaboration with YGC to undertake an appraisal. The full option would be to maintain the basin, channel and the Harbour mouth. It was noted that YGC had been unsuccessful in securing their grant this year for the Cerrig y Defaid beach nourishment work.

It was noted that one option was to empty the stilling lagoon, however a cost of £1M had been given via a tender for the work. Discussions were ongoing with the company to see if there was a better solution. It was confirmed that the tender to dredge the marina basin would be out soon, however, the main issue was where to dispose of the sediment. For information, it was reported that the Leader and Cabinet Member had requested a report regarding the situation.

Concern was raised that YGC had failed to secure the grant this year for Cerrig y Defaid beach nourishment work, which meant that the sand in the harbour mouth was to be sold as a whole. It was confirmed that they had been unsuccessful this year and were looking at the long-term Flood Plan, and that emptying the Harbour mouth was an annual matter and currently cost-neutral for the Hafan.

The concern regarding the mouth of the Harbour was further questioned and it was asked whether anyone had looked at the situation creatively? Such as blowing the sand with a pump along a beach e.g., Glandon Beach? The advantage of this would be the cost, as it would only need to be removed once.

The Commercial Manager of Hafan Pwllheli and Harbour reminded members that Glandon Beach was under the control of Natural Resources Wales (NRW) and they had rejected the sand as it was not up to biodiversity standards, and there was already joint-working on the Flood Risk Plan.

The Chair reminded everyone that a meeting had been arranged in the Town Council Chamber with Natural Resources Wales and an invitation was extended to the Commercial Manager of Hafan Pwllheli and Harbour and any member of the Committee to attend the meeting on 22/11/23.

It was noted that the dredging situation was frustrating, and the basin was in dire need of dredging and it was asked what were the prospects for carrying out the dredging work?

The Commercial Manager of Hafan Pwllheli and Harbour reported that the Service was working as hard as possible and trying to get work done. He reported that there was a small space in the

lagoons and the intention was to use the lagoons while negotiations were underway.

One Member felt that the success of the Hafan and Harbour depended on the dredging work, with an income of £1.8 million, and in reality, there was no reason not to find the money to undertake the work, and for it to be done urgently. It was questioned whether it would be possible to set a proper programme of work, and for this to be the most important work. In addition, were they not required to complete this work to comply with the 2016 Strategy?

The Cabinet Member confirmed that she had heard the message clearly and realised that it was a very important issue. She thanked the Commercial Manager of Hafan Pwllheli and Harbour and the Assistant Head of Department for Economy and Community for their work and the partnership with NRW and noted that she would challenge this situation.

The Assistant Head of Department for Economy and Community reported that he shared the frustration regarding the dredging situation and confirmed that the main hurdle was what to do with the sediment. He confirmed that the idea of pumping it into the sea had been rejected and that joint-working with private companies had not come up with a solution. He confirmed that they had also revisited the options. He also confirmed that NRW now led on the flooding work, and it would be necessary to revisit contentious issues in due course.

He confirmed that there was a desire for a solution, and it was not a lack of funds or effort that had put them in the current position.

The Chair noted that there was a need to be firmer with NRW and to be willing to challenge them.

1.3 Financial Matters

The Commercial Manager for Hafan Pwllheli and Harbour confirmed that the profits referred to above had been committed, however there were three funds – dredging, improvements and boats, and sometimes opportunities arose to get new things.

He referred to the PMBHA questionnaire which had highlighted the lack of Wi-Fi connection and car park issues. He confirmed that the Wi-Fi situation was now successful and that the installation of solar panels and electric car charging points was underway – the project was in place, but no time frame.

He noted that the Income Report confirmed that the Hafan and Harbour had reached the target despite it having been a quiet year, with fewer visitors and fewer boats going out. It was reported that this was partly due to the weather and the cost-of-living situation.

It was reported that berth holders were happy with the improvements, and they confirmed now that some of the large boats had moved on the place looked good. It was reported that the most important thing was to know how much the fees will be so that people could budget, and they appealed to be informed of this as soon as possible. Additionally, it was noted that as electricity costs had fallen during the year people were looking to recover somewhat. It was also reported that the cost of fuel was a matter of concern, being around 20p more expensive than local garages, and it was hoped that it would come down in price.

It was reported that visitor numbers had halved, and it was questioned how many boats had been turned away, noting that visitors spent their money in the Town. It was noted that if the piles were good, pontoons would be extremely advantageous, and it was noted that there was a need to look at more pontoons.

The Commercial Manager for Hafan Pwllheli and Harbour confirmed that they had received a reduced number of calls and were not refusing anyone from the sea. He noted that he had seen a

difference this year and accepted the above comments.

Reference has been made to a consultation that was currently on-going, which confirmed that the Council alone would not lead on the Strategy, and that the funds were not available to undertake everything in the Plan.

The sub-letting situation was questioned and it was confirmed that the Council was not looking at sub-letting berths, but if they did look at sub-letting, then annual costs would then rise as a result. It was confirmed that other local marinas do not offer this and that Hafan Pwllheli and the Harbour were currently in a good place, but this could be considered should the situation change.

Reference was made to the previous waiting lists that had risen from 0, to 75 to 222. It was confirmed that a similar situation had existed before and the response had been to raise the fee, but concern was raised that fees could be overcharged. The above was corrected confirming that Plas Heli sublets but this created a great deal of work and the benefits were small.

It was noted that the Hafan and Harbour were full, that the waiting list seemed extensive, but trawling through the waiting lists it had become more apparent that the market was fragile, and this had been identified to the Council as a risk. It was noted that the market was challenging, and there were a lot of enquiries coming in regarding people wanting to sell their boats.

1.4 Fees and Charges 2023/2024

It was confirmed that the Commercial Manager of Hafan Pwllheli and Harbour and the Assistant Head of the Economy and Community Department were eager to get the fees and charges out as soon as possible. He confirmed that the proposal before Cabinet will be to raise fees in line with inflation. He referred to the challenges that had emerged, such as boats attaching watercraft to them and as a result fees needed to be examined. It was confirmed that the paperwork was in place and Heads of Services were expected to look at this in due course.

Concern was raised that the Council would cut back in this field, questioning was it not prudent to retain the laying goose as this would be best and most important?

The Commercial Manager of Hafan Pwllheli and Harbour reported that savings and cuts had been made last year by not filling a post, raising a fuel levy and receiving a refund from the Crown Estate. It was confirmed that there were no cuts on the Pwllheli Hafan and Harbour list at this time.

The Chair asked the Cabinet Member to report the above to the Cabinet, and the Cabinet Member confirmed that she had heard the message. The Cabinet Member reported that she would receive a presentation on 11/10/23 on the Council's financial position and that the role of Members would be to pick and choose the way forward. She also confirmed, following a meeting with the Finance Minister, that Gwynedd would not be aware of the settlement until 18/12/23.

It was reported on behalf of the berth holders the pride they felt that they were getting value for money, and in accepting the comments regarding the shortage of visitors, some mariners would like a refund such as for sub-letting, but they clearly understood the logic. Obviously when the berths were full, there was no need to consider this but it was asked that the possibilities be left open.

It was asked when will the on-line system for berths and payments be ready? It was confirmed that the Havenstar system was being discussed with the Finance Department, as the Commercial Manager of Hafan Pwllheli and Harbour was not involved on the financial side. It was confirmed that the annual agreement would be sent by email to make the process easier and to reduce postage costs.

1.5 Operational Items

Navigation – it was confirmed that there were currently no notices. It was reported that there was currently a patch of seagrass on Abererch and Cerrig y Defaid beaches.

Staffing – it was reported that Andy Green was getting better and stronger and that the Commercial Manager of Hafan Pwllheli and Harbour was in contact with him, and it was hoped that he would be back home soon. It was reported that it had been a challenging situation, as Andy was an integral member of staff to the Hafan's success. The Chair requested that a message be sent to him, on behalf of the Committee, for a full and speedy recovery.

The location of the seagrass was questioned, and it was asked whether there were any berths at this site? It was confirmed that there were block berths in this area, and it was noted that if the seagrass was a barrier weren't temporary berths more important? The Commercial Manager for Hafan Pwllheli and Harbour confirmed that it was nowhere near the main entrance but agreed to check the situation.

Strategic Plan – it was confirmed that an initial meeting had taken place with the Consultants, but they had been very poor over the Summer. It was confirmed that they would return to the area on 12 and 13 of October and that there would be an opportunity for a one-to-one chat or meetings to discuss ideas about the area in question namely North Quay, Hen Ynys, Outer Harbour, Inner Harbour and Cae Ceffyl and it was hoped that the Report would be ready by Christmas 2023.

RESOLVED:

To note and accept the report.

8. **MATTERS TO BE CONSIDERED AT THE REQUEST OF THE CONSULTATIVE COMMITTEE MEMBERS**

For information, the Committee was informed that seven events had taken place already from Plas Heli and a full list of future events had been planned.

9. **DATE OF NEXT MEETING**

It was noted that the next meeting will take place on 5 March 2024 at 6.00pm.

The meeting commenced at 6.00pm and concluded at 7.10pm.

Everyone was thanked for their valuable contributions.

CHAIR.

Agenda Item 5

MEETING	Pwllheli Harbour Consultative Committee
DYDDIAD	10th October 2023
TITLE	Update on Harbour Management and Operational Issues
AUTHOR(S)	Commercial Manager & Deputy Manager Hafan & Pwllheli Harbour

Introduction

The main function of the Committee is to consider, discuss and advise on matters relating to the management, protection and development of the Harbour and to receive members' comments on matters relating to Pwllheli Harbour.

The purpose of this report is to give the Committee a brief update on the harbour's functions for the period up to the end of February 2024, in order to get feedback from the members on security issues and operational issues of the Harbour.

The Pwllheli Harbour Committee is a non-statutory Harbour Committee, established in accordance with the approval and support of the Council. The consent provides that fifteen (15) members serve on the Pwllheli Harbour Advisory Committee. There is a comprehensive list of the groups and organisations that are represented on the Harbour committee in the programme.

In accordance with the Committee's Terms of Reference, representatives of each group and organisation will be required to provide evidence of their constitution to the Council together with a letter from their organisation confirming their named representative. The above does not apply to a member of the County, Town or Community Council.

1.1 Port Marine Safety Code.

The Port Marine Safety Code (PMSC) sets out the national standard for all aspects of port marine safety. Its aim is to improve safety for all those who use or work in the marine environment of ports and harbours. It applies to all Statutory Harbour Authorities.

The Code represents good practice recognised by a wide range of stakeholders in the industry and Cyngor Gwynedd understands that not adhering to good practice can be a sign of a harbour authority breaching specific legal duties. The Service is required to receive the comments and opinions of the Members of the Advisory Committee on the suitability of the Marine Safety Code and to receive regular comments on its content, so that it can be reviewed and is relevant to the activity of the harbour, navigation, aids, suitability of bylaws, safety issues and general day to day work at Pwllheli Harbour.

It is a priority of the Senior Harbour Officer, together with the Maritime Service Manager, Bryn Pritchard Jones, to update the Safety Code for every harbour in Gwynedd.

1.2 Dredging

The dredging remains a challenge, and the unit continues to work hard to find a long-term solution to the issue. Working with Gwynedd Consultancy (YGC), all options are put together to look at all the possibilities.

A full options evaluation has been developed for Gwynedd Council by YGC and all the options available have been presented to the Senior Management Team and Leadership Team of Cyngor Gwynedd today, highlighting the challenges and the long term plan required to ensure designed depth.

The mouth of the harbour will be dredged this month, and it was hoped that the sand mound had been disposed of before the recent campaign. Unfortunately the disposal had to be postponed recently, with the hope that we can clear the site over the next winter.

Work is due to start next week to empty the distilling lagoon, before a dredging operation on the marina basin in the spring. Note that only a third of the mud will be cleared from the basin, but that the campaign is targeting the highest points in the critical areas, following the recent survey.

1.3 Financial Matters.

A summary of the Hafan Pwllheli and Outer Harbour budget is attached to this report.

During the autumn and winter period, additional financial resources from the funds had to be committed to the following areas of work:-

- Complete upgrading of the secure compound, including electricity, water and lighting points. Although noting that electrical work has not been completed due to additional costs that have arisen. I hope there is no disruption to the service due to this element of the work.
- A new laundry provider has installed new machines in the laundry, with the cashless service working well.
- Installing the fuel quay was more work than expected due to the complexity of the connections and structures of the new fuel quay. Everything seems to work now, with two payment pods in place, in case if one doesn't work
- Re-fenced the boat storage for a commercial company near the dock due to deterioration of the fence and the hard-standing, while strengthening the security element considering a number of thefts that has happened recently.
- The costs of a pontoons and piles survey are necessary towards a long term investment report for the Hafan/Harbour.

Total expenditure from the funds is set out in the appended budget summary.

1.4 Fees and Charges 2024/25

Fees and the proposed charges for Hafan Pwllheli and the Harbour for the 2024/2025 season have been set. The fees have risen in line with the inflation rates set by the local authority, Cyngor Gwynedd.

They increase by 8.01% for Hafan customers, while the cost of electricity payments decreases by 42.5%. Whilst the fees for the Outer Harbour has increased by 7.45%

1.5 Operational Items

Navigation - All Navigation Aids in Pwllheli Harbour are working and in place. There is no "Notice to Mariners" active in Pwllheli Harbour at the moment.

Annual Statistics etc. - Details of Hafan and Harbour statistics for 2024/25 are included with this report. The annual residential number has been maintained this year, and the Hafan is full. There seem to be some changes to the market in terms of demand, sales and movements. There have been some cancellations and sales of boats in the Hafan/Harbour recently, and while the waiting list is still healthy, a number of those who have been contacted for berths have declined, asked to be moved or have already have a berth elsewhere.

Staffing - Pleased to note that our Team Leader, Andy Green, has started back on a phased plan, with limited hours. There are still challenges in front of him while he recovers and gets stronger, but we offer him every support to come back to his job full time. In the meantime the team will continue to lead on certain aspects of their work.

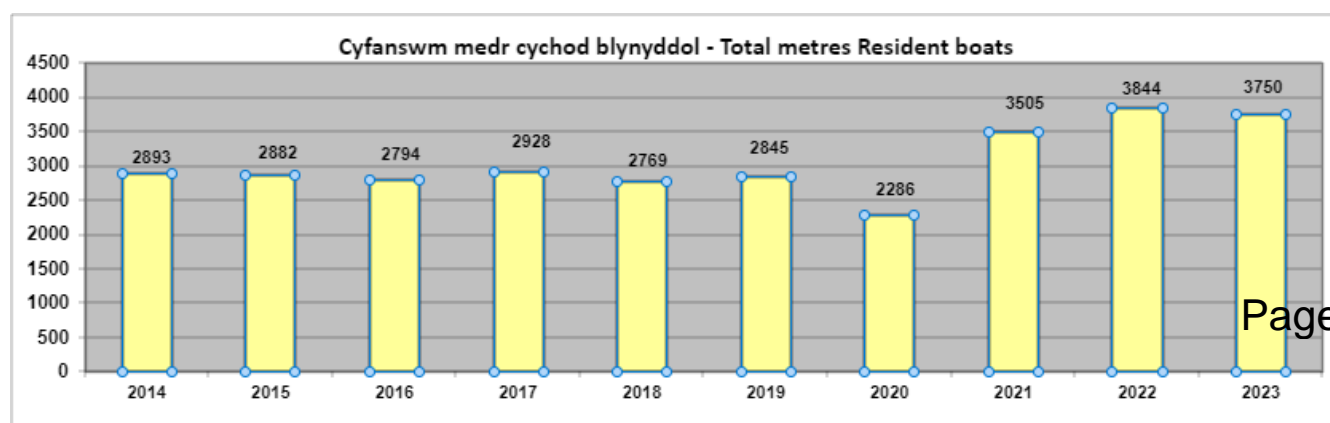
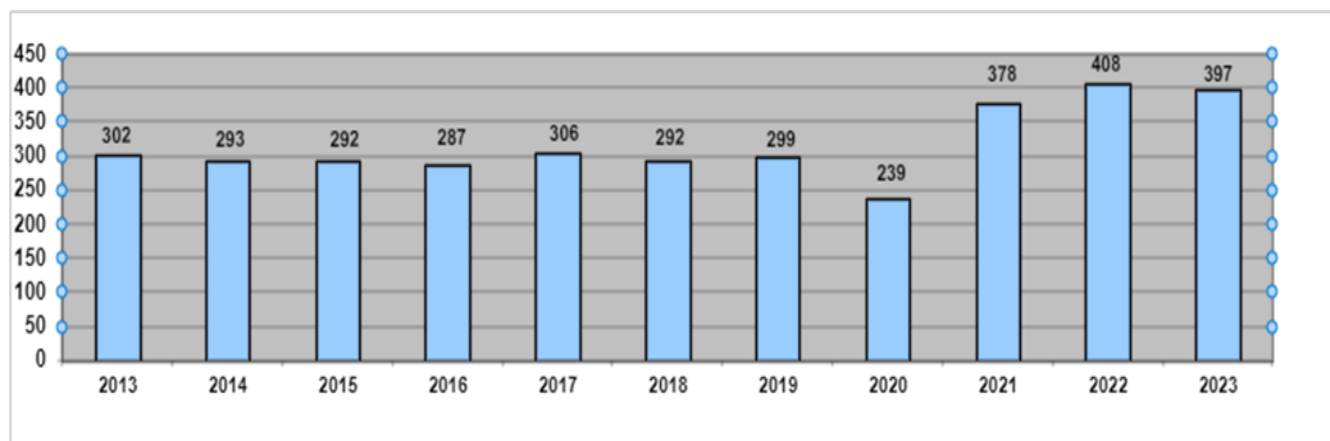
We are also pleased that our Deputy Manager/Harbourmaster, Wil Williams, is with us for an extended period, while he has taken flexible retirement, he will continue to assist and support the team to maintain the Hafan and the Harbour, working 3 days of the week.

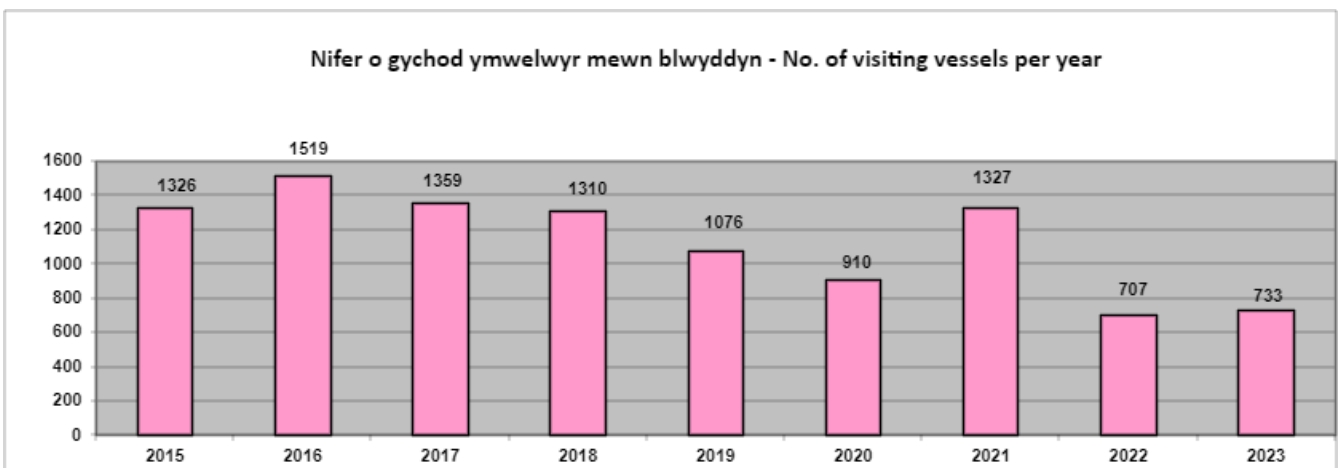
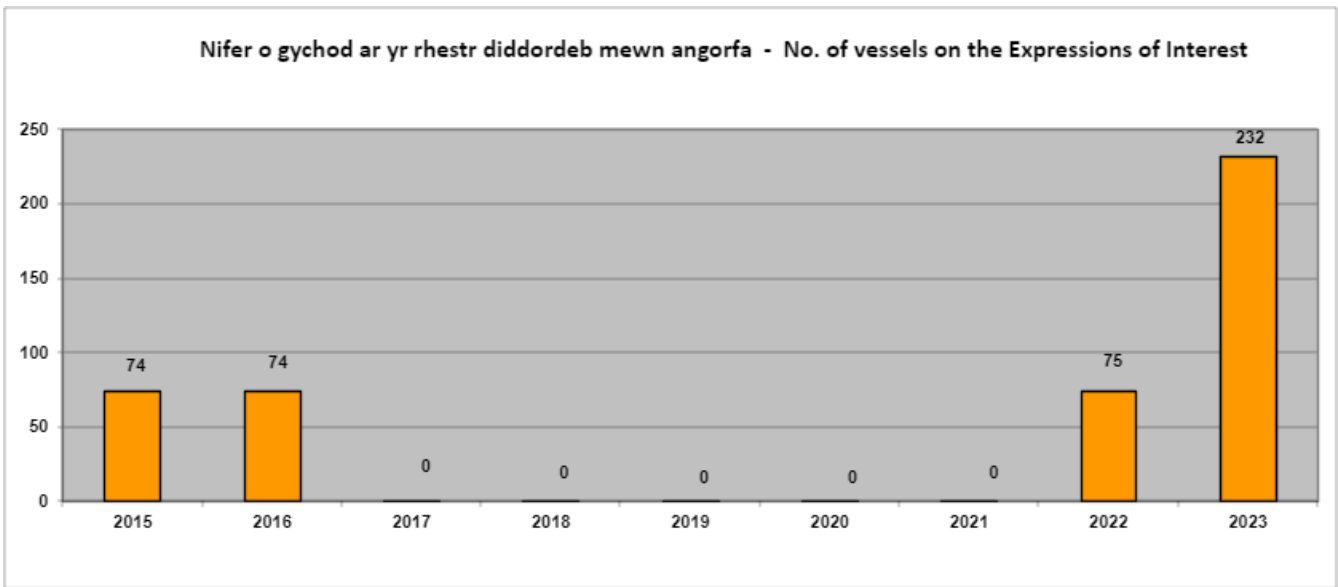
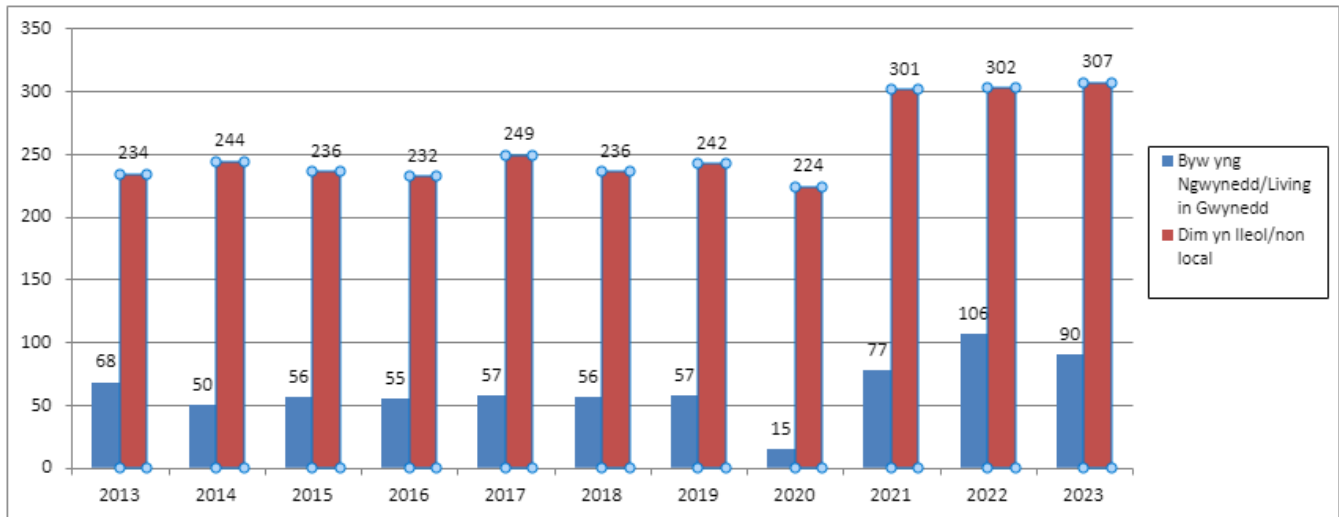
We have appointed one additional Seasonal Harbour Assistant, with Lyndsey Rees joining the team, having worked with us last year. She will be a key member of the team over the busy summer period.

Strategic Plan - I would like to start by thanking everyone who will input into the consultation to be involved in the long-term strategic plan. There is unfinished work on the plan, and the completed draft is with the Council to consider the next steps. An oral report of the update will be available at the meeting.

Annual Statistics for *Hafan Pwllheli* – to February 2024

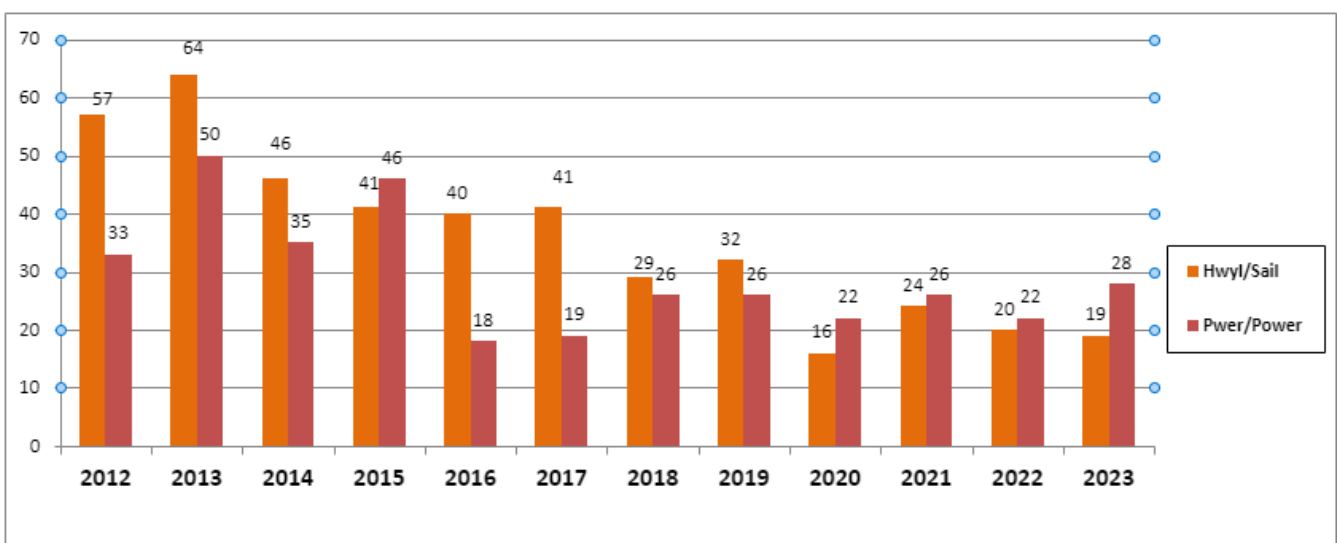
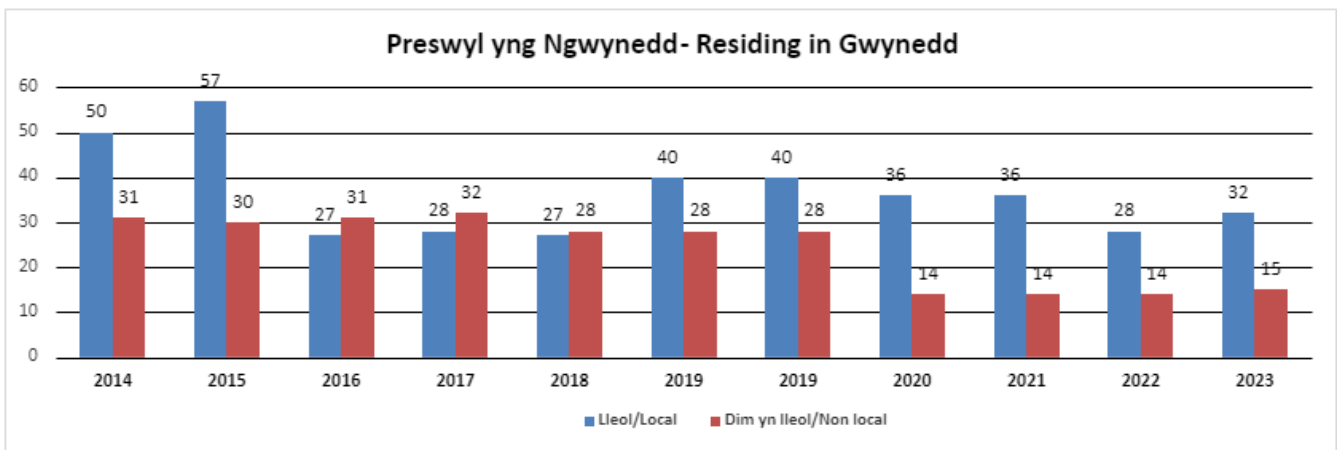
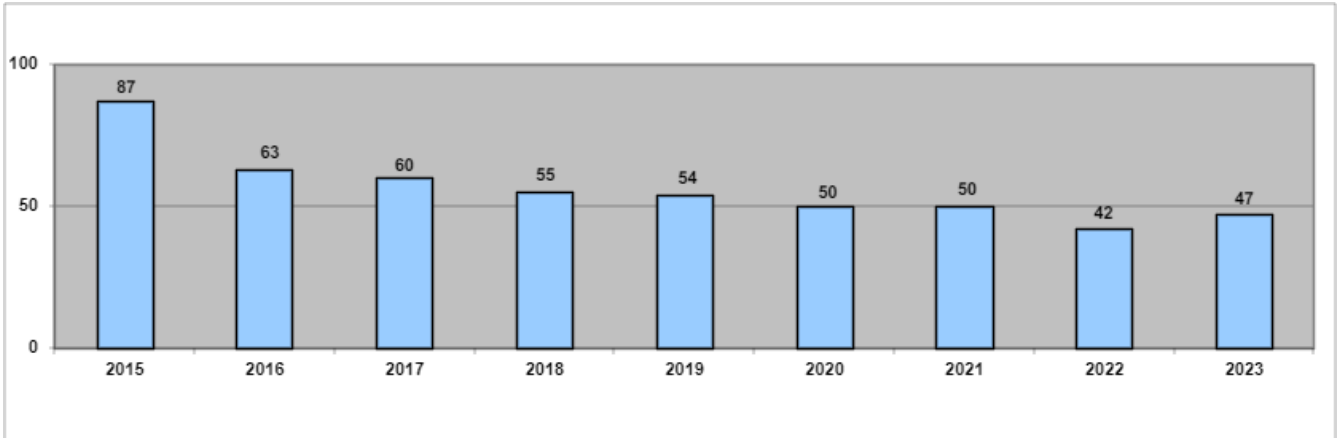
Cychod Blynnyddol/Annual Residents





Annual Statistics *Pwllheli Harbour* – to February 2024

Annual Contracts



HAFAN PWLLHELI	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)
Employees	£350,090	£350,519	£429
Buildings	£554,340	£597,354	£43,014
Transport	£13,340	£10,710	-£2,630
Supplies & Services	£131,350	£104,731	-£26,619
Income	-£1,807,680	-£1,850,554	-£42,874
Total	-£758,560	-£787,240	-£28,680

PWLLHELI 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)
Employees	£32,280	£31,297	-£983
Buildings	£14,470	£11,305	-£3,165
Transport	£850	£0	-£850
Supplies & Services	£13,420	£5,522	-£7,898
Income	-£43,700	-£44,470	-£770
Total	£17,320	£3,654	-£13,666