

<b>MEETING</b>	<b>Pwllheli Harbour Consultative Committee</b>
<b>DATE</b>	<b>21 March 2017</b>
<b>TITLE</b>	<b>Update on Harbour Management Matters</b>
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## **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 Safety Code as well as observations on its contents, in order that the Safety Code may be reviewed as relevant to the harbour's activities, quality of the navigational aids, suitability of the by-laws, safety matters and general work at Pwllheli 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 in January by an inspector from the Coastguard Agency. However, unfortunately, due to the lack of capacity the inspection has not taken place and the Service expects this to be re-arranged. It is anticipated that the inspection will take place in September 2017.

## **2. Operational Issues**

- 2.1.1 **Dredging Strategy** - an update on the Dredging Strategy and the work associated with the Dredging Strategy will be submitted at the meeting. The Members' opinion on the Dredging Strategy, that has already been circulated, is appreciated.
- 2.1.2 Arrangement for dredging the harbour entrance - spring 2017/18. The Service will undertake an inspection of the channel during the most favourable low tide during the coming weeks. It is proposed to conduct the hydrography survey to identify whether or not there will be a need to undertake bed levelling work in the channel. It is anticipated that the harbour mouth will be dredged in April.
- 2.2 **Navigation**
- 2.2.1 A detailed inspection of Pwllheli's navigational aids will be conducted by Trinity House Lighthouse Authority inspectors on 25 July 2017. As a result of recent significant investments it is anticipated that the report will confirm a continuation in the improvement of the condition and stations of the Harbour Aids to Navigation.
- 2.2.2 No Mariners' Notice is currently in force in Pwllheli Harbour.
- 2.2.3 The Navigational Aids maintenance work programme has been completed in accordance with the agreement, instruction and guidance of the Consultative Committee. An update on the current situation will be given to Members by the Harbour Master at the meeting. The light on the Navigational Buoy has been changed so that the light can be seen at a further distance from the sea.

2.2.4 It is proposed to maintain the existing off-station Fairway Buoy by bringing it to shore for maintenance by staff. It is anticipated that this work will commence in September. The Service will need to commission a contractor to undertake the work of installing a new buoy (temporary) and to transport the existing buoy to the quay in good time.

### 2.3 **Maintenance**

2.3.1 The Harbour Manager will submit a maintenance work programme to be undertaken at Pwllheli Harbour during the January - March 2017 period, and will provide an outline of the work programme completed in the period October - December 2016 in accordance with the plans submitted before the Members in October. Feedback from Committee members is requested on any additional work that will need to be considered and included in the work programme.

### 2.4 **Staffing Matters**

2.4.1 The Pwllheli harbour reviewing procedures and staffing structure remain. Following the success of the re-organisation, it is anticipated that the arrangement will continue in the near future. The Service will continue to consider options and continue to review the night supervision procedure at Hafan. Hafan supervision continues 24/7 and it is necessary to review whether or not this arrangement is effective.

### 2.5 **Operational Issues**

2.5.1 **Safety Signs** The Service, jointly with the RNLI, has commenced a review of the safety signage in the Harbour area and on Pwllheli beaches. The Service will respond to the results of the audit. It is hoped that any new sign will contribute to safety on this section of the Gwynedd coast.

## 3. **Financial Matters**

3.1 A summary of the Harbour and Hafan's budget, reporting on the current financial situation, is attached.

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

- Maintenance and purchasing 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 2017/18** A spreadsheet for the Pwllheli Harbour and Hafan Pwllheli 2017 proposed fees has already been presented to the Harbour Committee requesting comments. It is confirmed that the inflation of Harbours for 2017/18 continues at 1.85% with Hafan's inflation at 1.12%. This means that it is likely that the fees and payments of Hafan and the Outer Harbour will increase 2% for 2017/18.

- 3.4 In 2017 the Council will need to add a fee for each mooring in each Harbour under the Council's management and responsibility. The fee has been added by the Crown Estate who claim £25.00 from each individual with a 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.
- 3.5 Although this affects the moorings in the Outer Harbour, the additional fee will not be payable for pontoon moorings in Hafan as the marina has a separate agreement with a substantial fee being paid annually and which is payable on the gross income of Hafan.
- 3.6 The fees and charges of Hafan for 2017/18 will be considered during the next few weeks. It is anticipated that the inflation rate of Gwynedd Harbours for 2017/18 will be 1.12%. Therefore it is anticipated that there will be a need to consider the rate of inflation and the fees and charges of Hafan will need to be increased in order to meet the rate of inflation.
- 3.7 As reported to Members in the Autumn, an alternative process was introduced some time ago as well as the normal process of charging a fee for a pontoon mooring. Since then, two charging processes have existed in Hafan. The historical system, where some customers, namely customers who have been at Hafan for over 10 years now pay for the boat Length Overall (LOA). Customers who have moored more recently at Hafan pay the maximum value of the mooring on a Banding system.
- 3.8 It is encouraging to report that the Council has supported the Unit's request to reconcile the charging process in Hafan. From 1 April 2017 onwards, the process for charging a fee for a pontoon mooring will return to a Boat Length Overall (LOA) arrangement in Hafan Pwllheli. It is anticipated that this will reduce the cost of an annual mooring for 95% of the customers on a banding charging arrangement and it is greatly hoped that this will attract new customers to Hafan over the coming three years.
- 3.9 It is emphasised that only a draft has been submitted before Members to date and that the fees are subject to receiving confirmation from the Portfolio Leader. All Harbour customers, including Hafan, have received a copy of the proposed fees and an application form/contract for a mooring for 2017/18.