

Meeting	Pwllheli Harbour Consultative Committee
Date:	10 March 2026
Author:	Hafan Pwllheli and Harbour Manager - Sarah Hattle
Service:	Hafan and Harbour Pwllheli, Economy and Community Department,
Title:	Update on Service Management Matters

1 BACKGROUND

1.1 The Committee's role is to consider, discuss and advise on matters relating to harbour management, safety, protection and development of the Harbour and to receive members' comments on matters relating to Pwllheli Harbour

1.2 The purpose of this report is to provide an update on Pwllheli harbour for the period up to the end of February 2026, inviting feedback or comments from committee members.

2. REPORTING ON SERVICE MANAGEMENT MATTERS

2.1 The summary below is presented in relation to the performance of the Service.

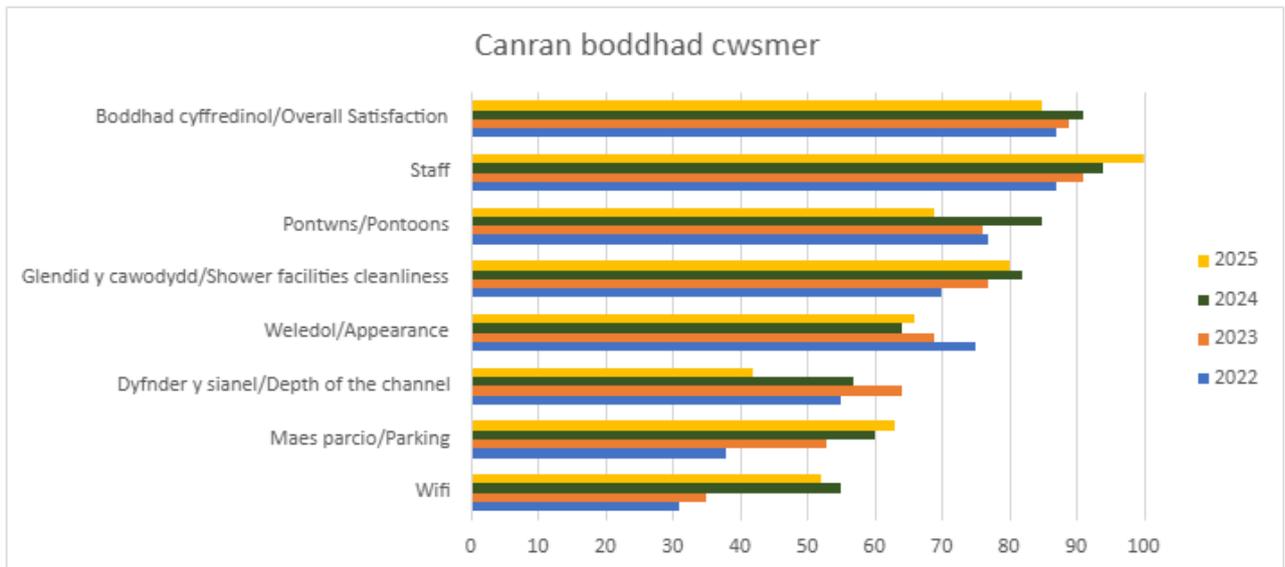
i) Performance Data

2.2 The berth availability and occupancy data below are collated as part of the Hafan and Harbour Service's performance management and monitoring arrangements.

Berthing Area	2023/4	2024/5	2025/6
Mooring Agreements	47/49 (96%)	39/49 (80%)	38/44 (86%)
Area 5	11/11	9/11	8/8
Area 4	8/8	7/8	8/8
Area 3	18/20	14/20	16/20
Fishing Pontoon	10/10	9/10	6/8

2.3 As you will note, the capacity levels within different areas of the harbour may vary from year to year for area 5 this is due to increased siltation, for the fishing pontoon the number of berths is dependent on the size of the vessels

2.4 The Service also collects data on mooring and berthholder customer satisfaction:



n.b. These figures combine both marina bertholders and harbour customers

2.5 The survey is completed annually in October. Overall there is an upwards trend in improved satisfaction with staff helpfulness and parking facilities. The downward trend in score for overall appearance is indicative of the ageing infrastructure which we are aware of. Depth is perceived to be worsening with increased siltation, although the channel depth is maintained. The long term dredging strategy is discussed at 2.11.

ii) **Harbour Safety**

2.6 The Port Maritime Security Code (PMSC) outlines the national standard for all aspects of port maritime security. 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. A current version of the Code is available in any of Cyngor Gwynedd’s harbour offices. To ensure compliance, our harbours are regularly audited by an external specialist. Having been appointed as our Designated Person last year Owen Morgan conducted an audit of all four Cyngor Gwynedd Harbours 10-11 February 2026. His full report is yet to be received however, initial feedback from the audit has been positive. It is anticipated that the service will publish the updated version of the code on the Council’s public website imminently: www.gwynedd.llyw.cymru.

2.7 A key priority for the service is ensuring safe navigation for all mariners who use our waterways. In support of this we undertake regular inspections of all aids to navigation. In addition Trinity House inspect our aids to navigation annually and audit our records annually. A summary of these Trinity House visits over the past 12 months is as follows:

Date	Activity	Assessment/Comments
14/5/2025	Audit of records	Satisfactory

		“everything was found in good order and there were no matters arising which require further comment.”
06/10/2025	Inspection of Aids to Navigation	“were found to be in good and efficient order”

iii) **Resources and Budget**

2.8 A summary of budgets for Pwllheli harbour is included below:

PWLLHELI HARBOUR		Financial Performance for the Period 1 April 2025 to 31 March 2026 - November 2025 Review		
	BUDGET FOR THE PERIOD 1/4/25 TO 31/3/26	EXPENDITURE FORECASTED 1/4/25 TO 31/3/26	OVER (UNDER)	
Employees	£36,472	£35,824	-£648	
Buildings	£16,940	£13,716	-£3,224	
Transport	£730	£23	-£708	
Supplies & Services	£15,830	£991	-£14,839	
Income	-£48,930	-£37,227	£11,703	
Total	£21,042	£13,327	-£7,715	

HAFAN PWLLHELI		Financial Performance for the Period 1 April 2025 to 31 March 2026 - November 2025 Review		
	BUDGET FOR THE PERIOD 1/4/25 TO 31/3/26	EXPENDITURE FORECASTED 1/4/25 TO 31/3/26	OVER (UNDER)	
Employees	£387,898	£340,375	-£47,523	
Buildings	£577,460	£653,919	£76,459	
Transport	£11,440	£4,700	-£6,740	

Supplies & Services	£118,810	£114,688	-£4,122
One - Off Expenditure - Financed from Reserves	£0	£0	£0
Income	-£1,898,440	-£1,992,525	-£94,085
Contribution from Reserves Towards One Off Costs	£0	£0	£0
Total	-£802,832	-£878,843	-£76,011

iv) Other Key Updates

2.9 **Welsh Government Fisheries Grant.** Between writing this report and having the meeting the planned work replacing the mid river fishing pontoon should have been completed. It's scheduled to take place 23-27 February 2026.

2.10 **Dredging.** In March YGC were commissioned to prepare two marine licence applications in relation to dredging. One license is for ongoing maintenance dredging where the harbour is seeking authority to pump dredged material out to sea. The second license is for a capital dredge which would include land reclamation. Meetings have taken place with NRW (licensing authority) to discuss the applications. Progress to date is as follows:

- **Maintenance Dredging:** Preparation of this marine license application is on track to be submitted summer 2026. Intertek (the company commissioned to provide the required sediment modelling) needed additional data on the movement of water in Abererch bay. During December 2025 and January 2026, a sensor was deployed to gather the required data. This data is currently being analysed and will then be input into the model to ensure the model is as realistic as possible.
- **Capital Dredging:** Preparation of this marine licence application is on track to be submitted summer 2026. Four potential land reclamation sites have been identified and a buildability report produced. Some environmental data has been gathered for each site with further surveys taking place over the coming months.

2.11 **Harbour and Marina Building.** Following a competitive process Rhodri of Dobson Owen was appointed in October to engage with team members and customers and draw up plans to modernise the Harbour and Marina Building, which is largely unchanged since being built in the early 1990s. He's approaching completion of this project. In the meantime in December Firmhelm vacated the Erch room in order for Hafan to develop this as a Berth Holders lounge. Works are more extensive than

anticipated with new, windows, doors, heating and flooring required. This work is progressing and the room is expected to be operational early in the 2026/27 season.

- 2.12 **Cleaning.** In accordance with procurement requirements tenders were recently invited for the provision of cleaning. The successful company is due to be appointed late February and it's expected they'll take over the contract during March.

3. REPORTING ON SERVICE OPERATIONAL MATTERS

- 3.1 **Staffing:** In consultation with HR and the trade unions a review of the staffing structure for Hafan and Harbour Pwllheli has recently taken place. Team members are being moved internally into the new roles. Once this concludes, by the end of February external recruitment into two new roles will take place.

4. RECOMMENDATIONS

- 4.1 The Committee is asked to note and accept the contents of the report.