Meeting	Pwllheli Harbour Consultative Committee
Date:	17 November 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 September 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.

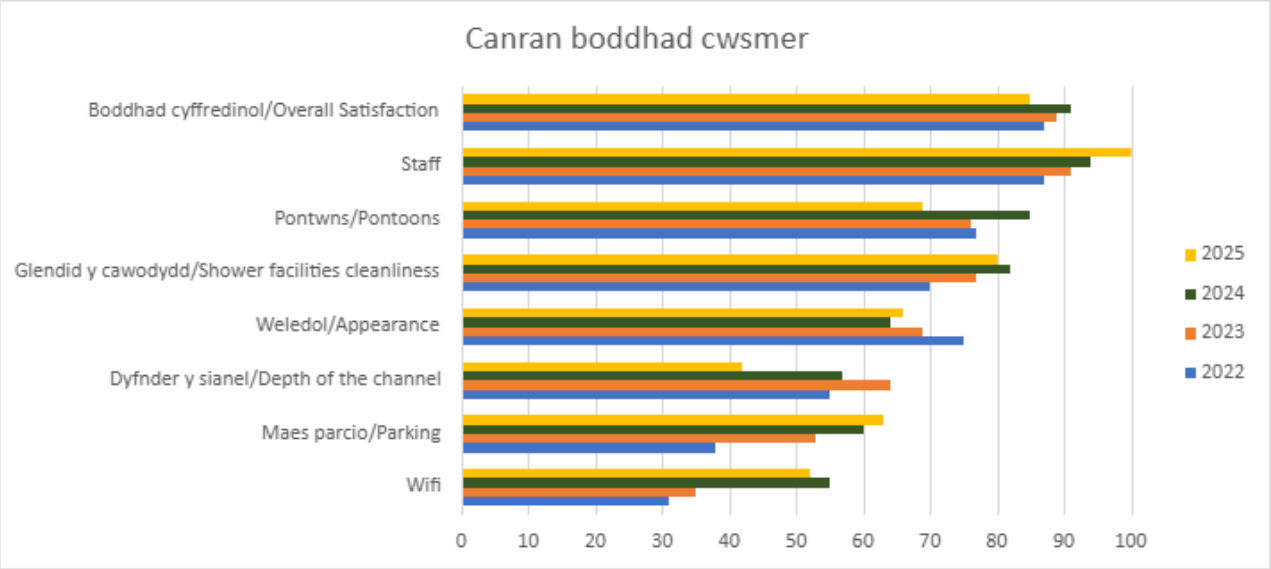
i) Performance Data

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	**2024/5**	**2025/6**	**2026/7**
Mooring Agreements	39/49 (80%)	38/44 (86%)	32/38 (84%)
Area 5	9/11	8/8	5/6
Area 4	7/8	8/8	7/8
Area 3	14/20	16/20	14/16
Fishing Pontoon	9/10	6/8	6/8

2.3 As you will note, the capacity levels within different areas of the harbour may vary from year to year 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 bertholder 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 and online: Ports and Marine Facilities Safety Code - Cyngor Gwynedd. To ensure compliance, our harbours are regulary 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.

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."

05/10/2026	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 2026 to 31 March 2027 - Awst 2026		
	BUDGET FOR THE PERIOD 1/4/26 TO 31/3/27	EXPENDITURE FORECASTED 1/4/26 TO 31/3/27	OVER (UNDER)
Employees	£37,340	£36,676	-£664
Buildings	£19,380	£19,943	£563
Transport	£680	£13	-£667
Supplies & Services	£10,710	-£174	-£10,884
Income	-£45,410	-£34,874	£10,536
Total	£22,700	£21,584	-£1,116

HAFAN PWLLHELI	Financial Performance for the Period 1 April 2026 to 31 March 2027 - Awst 2026		
	BUDGET FOR THE PERIOD 1/4/26 TO 31/3/27	EXPENDITURE FORECASTED 1/4/26 TO 31/3/27	OVER (UNDER)
Employees	£420,520	£405,504	-£15,016
Buildings	£601,770	£640,121	£38,351
Transport	£10,650	£5,246	-£5,404
Supplies & Services	£121,740	£112,302	-£9,438
One - Off Expenditure - Financed from Reserves	£0	£0	£0

Income	**-£2,001,220**	**-£2,064,090**	**-£62,870**
Contribution from Reserves Towards One Off Costs	**£0**	**£0**	**£0**
Total	**-£846,540**	**-£900,917**	**-£54,377**

iv) Other Key Updates

2.9 **Welsh Government Fisheries and Small Harbour Grant.** For the second year we've been successful in obtaining Welsh Government Grant Funding. A combined application between all four of Cyngor Gwynedd's Harbours was submitted. Pwllheli Harbour has secured over £100,000 of funding which will go towards improvements to the moorings, fairway buoy, ladders on the fishing landing dock, solar, CCTV as well as replacement fire cabinets on pontoons.

2.10 **Dredging.** In March 2025 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. An extraordinary committee meeting was held in March 2026. Since this meeting in March:

- M**aintenance Dredging**: Preparation of this marine license application has continued and is on track to be submitted by 31st October 2026.

- **Capital Dredging**: The maintenance dredging application has been prioritised for submission prior to this application. However, additional environmental surveys and sediment sampling have taken place, and work continues with compiling the application.

2.11 **Harbour and Marina Building**. Works converting the former commercial unit into a customer lounge have completed. In June the new lounge was opened for customers and there has been steady use of the facility over the summer season. Following feedback from visually impaired service users during the summer months line painting around the block paved area outside the marina building took place. These improvements have transformed the marina experience for the visually impaired community who can now independently access the building, having previously had to be escorted.

2.12 **Cleaning.** Following a competitive tender process the new cleaning contractor Mynydd Cleaning have been operating at Hafan Pwllheli since the start of April.

3. REPORTING ON SERVICE OPERATIONAL MATTERS

3.1 **Staffing**: As a result of the staffing structure review earlier this year the following new roles were created; Harbour and Hafan Operations Assistant and Project Manager (Hafan and Harbour Pwllheli Strategic Plan). New team members were successfully recruited into these roles in April and July respectively.

3.2 **Training:** Internal team training is continual throughout the year. Since the season end in September there has been a focus on external training with three team members qualifying as hoist drivers. A program of powerboat and towing training is currently underway. Over the remaining winter period there is a busy schedule of VHF, First Aid, Sea Survival and Oil Spill training taking place.

3.3 **Website and Social Media:** The new website has been online since March and has received much positive feedback. With the recruitment of new team members, the social media accounts, Facebook and Instagram, are frequently updated with followers and engagement increasing week on week - some posts have reached over 70,000 viewers.

3.4 **Maintenance:** During September and October the 50 ton hoist has undergone extensive maintenance. In the initial 10 days of the maintenance it was offline (and in pieces). For the remainder of the period the hoist has been operational for at least one day a week in order to meet service requirements. Between writing this report and the meeting Walcon (the pontoon manufacturer) will have completed essential repair work to hammerhead 6. They will be returning to repair the main walkway later in the year.

4. RECOMMENDATIONS

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