



# **Cyngor Gwynedd**

# **Marine Safety Plan**

# **2026-2029**

## Foreword and Commitment Statement

As part of its commitment to the PMSC, Cyngor Gwynedd is publishing this Marine Safety Plan (MSP) to guide and monitor marine safety performance from 2026 to 2029. This MSP is one part of a comprehensive Marine Safety Management System (MSMS) supporting Cyngor Gwynedd's continually improving maritime safety.

This MSP commits Cyngor Gwynedd to our legal responsibilities and operational standards, ensuring that marine activities within our harbours are managed safely, transparently, and in accordance with statutory powers and marine policies.

Signed on behalf of Cyngor Gwynedd by

A handwritten signature in blue ink, reading "R. Medwyn Hughes". The signature is written in a cursive style and is contained within a light blue rectangular box.

Cllr Richard Medwyn Hughes

PMSC Duty Holder

## 1. Introduction

The Ports and Marine Facilities Safety Code (PMSC) sets the national standard for marine safety in UK ports and harbours. It provides a framework by which harbour authorities are held accountable for the legal powers and duties they exercise to ensure safe navigation and marine operations. The Code is supported by '[A guide to good practice on port and marine facilities](#)'.

Cyngor Gwynedd is the Statutory Harbour Authority for Pwllheli, Porthmadog, Barmouth and Aberdyfi Harbours and the Competent Harbour Authority for Porthmadog Harbour through the relevant Harbour Acts and Orders:

- Pwllheli Harbour – Pwllheli Harbour (Admendment) Act 1993, Pwllheli Harbour Act 1983
- Porthmadog Harbour – The Porthmadog Harbour Revision Order 1998
- Barmouth Harbour – Barmouth Urban District Council Act 1929
- Aberdyfi Harbour – Aberdovey Harbour Empowerment Order 1972

Cyngor Gwynedd is also the Local Lighthouse Authority (LLA) with respect to aids to navigation by virtue of Section 193 of the Merchant Shipping Act 1995. Being owned and operated by the Council the ports are Municipal Harbour Authorities.

## 2. Marine Safety Framework

Cyngor Gwynedd has policies, procedures, operational guidance and codes in support of the management and regulation of marine operations. These include:

- Marine Safety and Management System (MSMS)
- [Power Vessel Regulations for Gwynedd Harbours and Coast](#)
- [Marine Code \(marine users wildlife guidance\)](#)
- [Local Notice to Mariners](#)
- Waste Management Plans
- Oil Spill Contingency Plans
- Emergency Preparedness and Response Plans
- Training Policy

## 3. Management and Marine Operations

This Marine Safety Plan commits Cyngor Gwynedd to managing and regulating marine operations in accordance with its statutory powers and responsibilities. Cyngor Gwynedd acknowledges that it has a legal duty to conserve the Harbours of Pwllheli, Porthmadog, Barmouth and Aberdyfi to ensure they are fit for use, and a duty of

reasonable care that the harbours remain in a fit condition for vessels to use them safely.

Cyngor Gwynedd, as a harbour authority, aims to deliver its services efficiently, effectively, and objectively, ensuring the safety of all harbour users and the protection of our harbours natural environment. Key commitments include:

- Facilitating the safe movement of vessels.
- Keeping a vigilant watch for any changes in the harbour and maintaining hydrographic data with updates passed to the UK Hydrographic Office.
- As the Local Lighthouse Authority, maintaining aids to navigation and moving or renewing these as appropriate, in consultation with General Lighthouse Authority.
- Regulating activities through byelaws, directions, and enforcement policies.
- Investigating incidents and near misses, and complying with mandatory reporting obligations.
- Allocating resources to support operations, training, and stakeholder engagement.
- Conducting annual audits and periodic reviews of the MSMS.

An overview of Cyngor Gwynedd’s structure, management and documentation is maintained in the MSMS which supports the delivery of this Plan. Annual audits of the MSMS are undertaken internally and externally every three years by the Designated Person.

Cyngor Gwynedd promotes a positive safety culture and risk-based MSMS. All four harbours consistently and proactively review risks within the harbours. Risk assessments are reviewed regularly and updated in response to operational changes, emerging risks or lessons learned from incidents. In line with the PMSC Cyngor Gwynedd is committed to ensuring all marine risks are tolerable and reduced to a level which is as low as reasonably practicable(ALARP).

#### 4. Plan Period

This Marine Safety Plan covers the period from 1 March 2026 to 28 February 2029. It is reported on annually and updated as necessary.

#### 5. Marine Safety Plan Objectives

Category	Objective	Target/Measure
1. Duty Holder	1a. Ensure Duty Holders have received training on their role and responsibility under the Code in the last three years	100% trained

	1b. Duty Holders to have undertaken an operational tour of all 4 Cyngor Gwynedd Harbours in the last three years	100% of visits undertaken
<b>2. Designated Person</b>	2a. Maintain independent Designated Person	Contract in place
	2b. Open communications between Designated Person and Duty Holder.	Discussions as required at least annually Full Audit every three years
<b>3. Legislation</b>	3.a Review statutory powers for PMSC compliance	Every 3 years
<b>4. Duties and Powers</b>	4a. Maintain lawful access under Open Port Duty	Harbour Open
	4b. Appoint qualified Harbour Masters for each Harbour	Appointments confirmed; delegation documented
	4c. Enforce Byelaws and Directions	Byelaws reviewed every 3 years; Directions issued and logged
	4d. License passenger vessels and masters	Applications processed in 28 days; annual compliance checks completed
<b>5. Risk Assessment</b>	5a. Maintain marine risk assessments	100% in date
	5b. Notify MAIB of reportable incidents within 24 hours	100% within 24 hours
	5c. Incidents recorded and investigated (if necessary) within the agreed timeframe.	Minor: 1 week; Major: 1 month
<b>6. Marine Safety Management System (MSMS)</b>	6a. Audit MSMS and submit MCA declaration	Annual internal PMSC Audit; 3 year external audit and compliance declaration
	6b. Maintain Marine policies and guide to implementing MSMS for the harbours.	Reviewed annually
<b>7. Review and Audit</b>	7a. Report operational KPIs to the Department's	Quarterly

	regular Performance Review meetings.	
	7b. Maintain and test emergency plans.	Reviewed annually, exercises throughout the year logged.
	7c. Internal and external audit	Annual internal PMSC Audit; 3 year external audit
<b>8. Competence</b>	8a. Employ suitably qualified, experienced and qualified people (SQEP)	SQEP employed Job descriptions and person specifications reviewed annually 100% of mandatory training completed
<b>9. Plan</b>	9a. Publish a Marine Safety Plan (this plan)	Published 3 yearly
	9b. Review previous plan and Cyngor Gwynedd's Performance against the last plan	Plan published every 3 years
<b>10. Conservancy Duty</b>	10a. Maintain marine facilities	Planned maintenance undertaken; inspections logged
	10b. Maintain aids to navigation and mark channels	Over a 3 year period serviceability to be over 97%
	10c. Share hydrographic data and updates	Data send to UKHO; Notices and website updates issued
	10d. Manage abandoned vessels and wrecks	Risks assessed; actions taken; legal advice as needed
	10e. Ensure activities taking place in the harbour comply with environmental and licensing regulations.	Reviewed annually