



REPORT

To: Harbour Board 15 April 2004

From: Deputy Port Operations Manager, Ports and Harbours Operations

Report No: P&H-05-04-F

Subject: Ports Project Monitoring Meeting

1 Introduction

- 1.1 The 105th meeting of the Ports Projects Monitoring Group was held on the 10th March 2004.
- 1.2 The various programme areas and other relevant issues were examined and each project evaluated. The most up to date information on all projects is incorporated in this report.
- 1.3 Budget Information is attached as Appendix A.

2 Reserve Fund Programme Areas

- 2.1 West Blacksness Redevelopment – RCM 2207
Items outstanding to be invoiced total £184,000 and will be invoiced before 31st March.

3 Harbour Account

- 3.1 Plant, Vehicles and Equipment – PCM 2101
Revised budget of £31,000 available which will be used for Waverider buoy and software, cost £18,000 and a new Cherry-picker, cost £13,000.
- 3.2 Navigational Aids, Sullom Voe – PCM 2104
The budget of £405,000 for 2004/5 includes the proposed VTS upgrade which will take place in April 2004.
- 3.3 Port Administration Building – Heating and Air Conditioning PCM 2111
Retention fee of approximately £5,000 due.

- 3.4 Mooring Boat Refurbishment – PCM 2115
Nothing further to report.
- 3.5 New Stores Building – PCM 2118
New Reception Area: Asbestos testing will cost an extra £4,000. Building Services (DLO) costs at approx. £7,000. Carpets and Furniture costs £2,500. Work will not be completed before 31st March 2004. Carry forward £10,000 to next year.
- 3.6 Baltasound Passenger Facility – PCM 2125
Project complete, retention to be paid.
 - 3.6.1 Weather damage to pontoon and walkway: Repairs quoted at £6,000. Insurance claim submitted.
- 3.7 Refurbishment of Garth Pier – PCM 2126
Works completed within budget.
- 3.8 Dolphin at Symbister – PCM 2127
Going out to tender 26th March, with work due to start in May.
- 3.9 Pilot Launch Shoormal – PCM 2122
Nothing to report.

4 Revenue Projects

- 4.1 Sullom Voe Terminal Maintenance Contract
The maintenance contract with Malakoff has been given one year extension.
 - 4.1.1 An 18 week project on the Jetties will commence mid May. Peter Fraenkel to supervise.

5 Other Business

- 5.1 Walls Pier
Nothing to report.
- 5.2 Symbister Peerie Dock
The Scottish Executive have offered the Council £109,000 towards repair costs. Proposal to be re-submitted to Capital Project Management Team on 26 April 2004.
- 5.3 Mid Yell Pier
A member has requested improvements at Mid Yell pier which will cost approximately £150,000. General Manager will submit a report for the CPMT.

6 Policy and Delegated Authority

- 6.1 The Harbour Board has full delegated authority for the oversight and decision making in respect of the management and operation of the Council's harbour undertakings in accordance with the overall Council policy, revenue budgets and the requirements of the Port Marine Safety Code, (min refs. 19/03, 70/03, 86/03). However, this report is for information only and there are no Policy and Delegated Authority issues to be addressed.

7 Recommendations

- 7.1 I recommend that the Harbour Board note the areas of progress and requirements for future projects.

Harbour Board - Thursday 15 April 2004
Agenda Item No. 01 - Public Report

Our Ref: MA5 PRB/MS
2004

6 April



REPORT

To: Harbour Board

From: General Manager

Report No: P&H-06-04-F

Subject: Port Operations Report

15 April 2004

1 Introduction

- 1.1 This report provides an overview of port operations since the issue of the last Port Operations Report.

2 Pilotage

2.1 Sullom Voe

- 2.1.1 Since the issue of the last Port Operations Report, pilotage operations have been mainly routine with no major incidents.
- 2.1.2 There are, at present, fifteen first class pilots.
- 2.1.3 Since the last report, all boarding and landing operations have been of a routine nature. The contract helicopter has been used as follows:

4

Feb

Boarding/Landing, bad weather	6
Pilot Ladder Regulations	0
Ad hoc	

2.2 Scalloway

- 2.2.1 During February/March there were no acts of Pilotage.
- 2.2.2 There are three authorised pilots for Scalloway.
- 2.2.3 Since the last report, there have been no incidents, no reports of pilot gear failures and no problems with boarding and landing.

2.2.4 As the result of internationally agreed security requirements the International Ship and Port Facility Security Code (ISPS), produced under the auspices of the International Maritime Organisation (IMO) will be introduced on 1st July 2004. Following an assessment by the responsible Government Department, TRANSEC, Scalloway Harbour is required to have an approved security plan in place by that date. A plan has been submitted to TRANSEC.

2.2.5 Details of ship visits to Scalloway are shown in Appendix A. Up to date figures will be provided to the next meeting.

2.3 Small Piers and Harbours

2.3.1 Appendix B shows the current actual income for small piers and harbours.

3 Staffing – Port Operations

3.1 Appendix C gives the staffing position as at 31 March 2004 showing a total of 91 staff.

4 Port Operations

4.1 Sullom Voe

4.1.1 Appendix D shows the exports and imports at the Port of Sullom Voe.

4.1.2 Appendix E is an abstract of weather delays for March and the cumulative totals for 2004.

4.2 Scalloway

4.2.1 Appendix F shows the fish landing statistics for Scalloway.

4.2.2 Appendix G shows the cargo statistics for Scalloway.

4.2.3 Appendix H shows the summary management accounts for Scalloway.

4.3 Small Piers and Harbours

4.3.1 Appendix I shows the summary management accounts for other small piers and harbours.

5 Shipping Standards

The following incidents have occurred since the last report.

5.1 Ship Incidents

5.1.1 There were no shipping incidents during this period.

5.2 Pollution Incidents

5.2.1 There were no pollution incidents during this period.

6 Financial Implications

6.1 There are no financial implications arising from this report.

7 Policy and Delegated Authority

7.1 The Harbour Board has full delegated authority for oversight and decision making in respect of the management and operation of the Council's harbour undertaking in accordance with overall Council policy and the requirements of the Port Marine Safety Code (Minute References 19/03, 70/03 and 86/03). The purpose of this report is to inform members on port operations which fall within the responsibility of the General Manager of Ports & Harbours Operations and does not seek any decision. However, this report is for information only and there are no Policy and Delegated Authority issues to address.

8 Recommendation

8.1 This report is for noting.

Harbour Board - Thursday 15 April 2004
Agenda Item No. 02 - Public Report

Our Reference: MA5 JBE/MS

Date: 08 April 2004

Harbour Board - Thursday 15 April 2004
 Agenda Item No. 02 - Public Appendix

Harbour Board

Staffing Position – 31 March 2004

Post	Established Posts	Actual	Comments
General Manager		1	1
Marine Officer/Pilots		15	15
Deputy Port Operations Manager		2	2
Port Safety Officers		2	2
Launch Crew Skippers		6	6
Launch Crew Skipper/Deckhands		3	3
Launch Crew Deckhands		15	15
Pier Master (Scalloway)		1	1
Assistant Pier Masters (Scalloway)		2	2
Engineering Assistant (Scalloway)		1	1
Full Time Harbour Assistant		1	1
Part Time Harbour Assistants		9	8
Administration Manager		1	1
Finance Assistants		4	4
Clerical Assistant		2	1
Clerical Assistant/Receptionist		2	2
Cook		1	1
Superintendent Engineer		1	1
Maintenance Planning Engineer		1	1
Maintenance Planning Assistant		1	1
Workshop Foreman		1	1
Electrical Engineer		3	3
Marine Engineer		3	3
Welder/Fabricator		2	2
Maintenance Engineer		1	1
Engineering Assistant		4	4
Apprentice – Electrical		1	1
Apprentice – Mechanical		1	1
General Assistant		2	2
Store Keeper		1	1
Senior Stores Assistant		1	1
Stores Assistant		1	1
Driver		1	1

Appendix E

Ports & Harbours Operations

Abstract of Weather Caused Delays at 31 March 2004

	Monthly Totals		
	Days	Hours	Mins
Berthing Suspension	04	02	
Unberthing Suspension	00	00	
Loading Suspension	00	00	
Boatwork Suspension	00	00	
Pilotage Suspension	00	00	
Helicopter Usage	00	00	
Tug/Pilot Standby	00	00	
Total Disruption - all Causes	04	02	
Actual Delays Due to Weather	00	22	