



REPORT

To: Harbour Board

18 November 2009

From: Harbour Master / Head of Service

Report No: P&H-25-09-F

Subject: New Business

1. Introduction

- 1.1. This report is to brief and inform Members of the New Business within Ports and Harbours Operations.

2. Link to Council Priorities

- 2.1. The report promotes the ideals from the Corporate Plan of sustainable economy.

3. New Business

- 3.1. The port of Sullom Voe has attracted some limited work from the vessels working with the petrochemical industry to the West of Shetland.
- 3.2. At the time of composing this report, there have been no Ship-to-Ship (StS) transfers since the last Harbour Board. Jetty 4 is now available and a number of enquiries for StS transfers are currently being followed up. At present this looks very promising and meetings have been held with Fendercare, the company responsible for supplying the fenders and hoses for StS operations in Sullom Voe.
- 3.3. A visit to a number of oil companies in the London area is scheduled for 23 and 24 November to further advertise and promote the port as a StS location.
- 3.4. Work is progressing in partnership with the Economic Development Unit, to secure new business for Shetland Islands Council Ports and Harbours Operations, in relation to the proposed Total gas plant. This includes work involved with facilitating the build process, use of Ports and Harbours land and offices and into the future with the provision of services for supplies and standby boats.

- 3.5. The management team has met with a number of contractors bidding on the TOTAL project. The purpose of the meetings was to determine the capabilities and facilities of the port during the construction phase of the proposed new TOTAL facility. This work is on going.
- 3.6. Work, in partnership with the Economic Development Unit, is also progressing to produce a potential development plan for the port of Sullom Voe. This will be the subject of a separate report to the Harbour Board from the Economic Development Unit.
- 3.7. The port has attracted in, a number of small survey vessels since the last Harbour Board.
- 3.8. Careful negotiations managed to secure an external job for the tugs based at Sella Ness. The tug "Shalder" successfully towed a disabled fishing vessel into the port of Sullom Voe in rough sea conditions that caused the tug to roll in excess of 35 degrees in the rough seas. The tug crew are to be congratulated in completing the task in far from favourable conditions. The management team have continued to promote the use of the tugs and have replied to a small number of other enquiries, some of which are ongoing at the time of composing this report.

4 Financial Implications

- 4.1 This report is for noting only. There are no financial implications arising from this report.

5 Policy and Delegated Authority

- 5.1 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, as described in Section 16 of the Council's Scheme of Delegations. However, this report is for information only and there are no policy and Delegated Authority issues to be addressed.

6 Recommendations

- 6.1 I recommend that the Harbour Board note the contents of the report.

10 November 2009



REPORT

To: Harbour Board

18 November 2009

**From: Head of Finance
Executive Services Department**

**REVENUE MONITORING (April - October 2009)
PORTS & HARBOURS OPERATIONS
Report No: F-041-F**

1. Introduction

The purpose of this report is to provide Members with up-to-date revenue monitoring information for 2009/10.

2. Links to Corporate Priorities

This report links to the Council's corporate priorities, defined in its Corporate Plan, specifically in relation to reviewing financial performance relative to the Council's financial policies.

3. Background

- 3.1 This report presents the overall Ports & Harbours revenue monitoring position as at the end of period 7 (October 2009) showing budgets both by service area and subjective category as Appendix A.
- 3.2 Appendix A indicates that Ports & Harbours Operations overall are £290k overspent as at period 7 against budgets set. Backpay provision has been highlighted to allow accurate analysis of progress against budgets. Also, Jetties & Spur Booms have been excluded as they are fully funded by BP and will therefore have an overall zero effect on figures.
- 3.3 The main variances are a reduction on income from the Harbour Agreement due to lower tanker throughput (£900k) and an increase in overtime on the Towage Crews (£92k) due to sickness and staffing issues. With offsetting underspends on operating costs across the Harbour (£405k) mainly due to delayed Tug maintenance rescheduled to later in the year.

4. Financial Implications

This report is for information and therefore there are no financial implications arising directly from this report.

5. Policy & Delegated Authority

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, as described in Section 16 of the Council's Scheme of Delegations.

6. Conclusion

The appendices to this report provide the most up-to-date financial information on harbour activities in 2009/10. Members are requested to indicate which area, if any, should be considered in detail at the next meeting of the Board.

7. Recommendation

I recommend that the Harbour Board note the information contained in this report and identify which area, if any, should be chosen for particular focus at the next meeting.

Revenue Expenditure by Service

Controllable Budgets Only

	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/ Favourable
	£	£	£	£
Ports Management	989,273	585,080	523,557	61,523
Sullom Voe	-4,186,366	-2,297,262	-2,317,448	20,186
Scalloway	33,757	11,950	-88,887	100,837
Other Piers	214,475	140,307	127,991	12,316
Port Engineering Services	629,972	359,622	317,270	42,352
Transfer of Funds	2,526,279	0	0	0
Sub-Total	207,390	-1,200,303	-1,437,517	237,214
Backpay provision				-527,178
Ports & Harbours Total Variance				-289,964

Jetties & Spur Booms excluded from above as fully funded
by BP

-206,113 37,102 -829,277 866,379

Revenue Expenditure by Subjective

Controllable Budgets Only

	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/ Favourable
	£	£	£	£
Basic Pay	4,665,370	2,727,605	2,234,785	492,820
Overtime	371,475	216,694	285,819	(69,125)
Other Employee Costs	2,041,499	1,178,726	1,091,641	87,085
Employee Costs (sub total)	7,078,344	4,123,025	3,612,245	510,780
Travel & Subsistence	184,020	92,503	71,993	20,510
Property Costs	1,076,118	603,084	553,724	49,360
Other Operating Costs	2,245,234	1,344,920	940,209	404,711
Operating Costs (sub total)	3,505,372	2,040,507	1,565,926	474,581
Transfer Payments (sub total)	2,606,859	40,290	34,783	5,507
Income (sub total)	-13,013,538	-7,404,125	-6,650,469	(753,656)
Ports & Harbours Sub-Total	177,037	-1,200,303	-1,437,515	237,212
Backpay provision				-527,178
Ports & Harbours Total Variance				-289,966

Jetties & Spur Booms (BP Funded) excluded from above:

Travel & Subsistence	0	0	857	(857)
Property Costs	48,332	28,194	13,521	14,673
Other Operating Costs	2,086,765	1,374,614	1,100,659	273,955
Operating Costs (sub total)	2,135,097	1,402,808	1,115,037	287,771
Income (sub total)	-2,341,210	-1,365,706	-1,944,315	578,609
	-206,113	37,102	-829,278	866,380



REPORT

To: Harbour Board

18 November 2009

From: Harbour Master

Report No: P&H-29-09-F

Subject: Ports Project Monitoring Report

1 Introduction

- 1.1 The most up to date information on all projects is incorporated in this report.
- 1.2 Budget Information is attached as Appendix A.

2 Links to Corporate Plan

- 2.1 Projects in this report would make contributions to the Council's priorities of strengthening rural areas and supporting the local economy.

3 Reserve Fund Programme Areas

3.1 Dock Symbister – RCM 2309

- 3.1.1 As previously agreed, no further work will be done on the project until a decision is reached on the location of the new Whalsay ferry terminal.
- 3.1.2 Work continues by Ferry Services and Capital Programme Service on the different options for future ferry service to / from Whalsay. Consultation continues with Ports & Harbours Officers as the project progresses. An update report is expected to be submitted by the Head of Transport to the Infrastructure Committee on 24 November 2009.

3.2 Tug Replacement Programme - RCM 2313

- 3.2.1 General work appears to be proceeding smoothly and is being supervised by on site superintendents.
- 3.2.2 All Voith units have now arrived at the yard and placed on the new tugs.

- 3.2.3 The launch of the first tug is scheduled for 5 December 2009. The tug will then be towed to a nearby lay-by berth for outfitting and finishing off.
- 3.2.4 Work is progressing well on tug build number 2.
- 3.2.5 Some photographs of the progress will be provided at the meeting as Appendix B.
- 3.2.6 The project currently remains on time and on budget.

3.3 Uyeasound – RCM 2314

- 3.3.1 The facility is now complete and in service with an identified under spend.
- 3.3.2 A number of small items remain on the snagging list, which should be completed within the year.

3.4 Walls – RCM 2316

- 3.4.1 Due to an under spend on the Uyeasound Pier Project, additional monies have been identified that will enable both marine site investigation and design work to proceed this financial year.
- 3.4.2 The marine site investigation is expected to begin during the months of November / December 2009.
- 3.4.3 Should the project be included in the 2010/11 Capital Programme, work could begin on site during summer 2010, depending upon the availability of design resources.
- 3.4.4 Preliminary work on land acquisition, planning matters and stakeholder consultation is underway.

3.5 Water Main Scalloway RCM 2315

Local consultants Arch Henderson and Partners have advised that a tender package for the works will be ready by November. The works can then be tendered in early 2010, to allow work to commence on site during the summer of that year.

4 **Harbour Account**

4.1 Plant, Vehicles and Equipment – PCM 2101

4.1.1 Vehicle Replacement

A request for a replacement transit flatbed type vehicle has been passed to the Fleet Management Unit, to allow quotations to be sought. It is intended that the existing flatbed and a four-wheel drive pickup will be traded in against this purchase, reducing the financial impact on the budget. A decision from FMU is awaited

4.2 Navigational Aids – PCM 2104

- 4.2.1 The Engineering Manager – Ports, is looking into alternative buoys and will provide a verbal update at the Harbour Board.

5 **Revenue Projects**

5.1 Sullom Voe Terminal Jetty Maintenance Contract

- 5.1.1 Works continue on site by Malakoff Limited, to address the 2009 work scope.
- 5.1.2 The Jetty Maintenance Contract continues to meet set deadlines and programmes.

6 **Other Business**

6.1 Scalloway Dredging – RCM 2208

- 6.1.1 All survey work is now complete and consents under the Food and Environmental Protection (FEPA) Act 1985 and the Coast Protection Act 1949 are being progressed.
- 6.1.2 SNH have accepted that further modelling and survey work will not be required at this stage. FRS has asked that some additional sampling be undertaken. This is currently being progressed.
- 6.1.3 Funding of £3M has been allocated to this project in the Capital Programme for 2010/11. Early cost estimates suggest that this figure may not be sufficient. Capital Programme Service is investigating alternative proposals.

6.2 Fetlar Breakwater GCY7214

- 6.2.1 Ports and Harbours have recommended that mathematical wave modelling be undertaken prior to finalising the design. This work is currently underway and is expected to be complete around the end of November 2009.
- 6.2.2 Design can continue in the interim and is expected to be complete by end of 2009, dependant on the results of the model testing.
- 6.2.3 At its meeting of 28 October 2009, Shetland Islands Council approved their contribution to the funding of this project. A fresh application has been submitted to Highlands and Islands Structural Funds Programme and a decision on the European Regional Development Fund (ERDF) contribution is anticipated mid-December 2009. The intention is to tender the works following the confirmation of the projects place in the 10/11 Capital Programme.

6.2.4 Currently the project lies with the Transport section. However, some level of involvement of Ports and Harbours staff is likely. The breakwater will support a limited berthing facility for small craft that is likely to fall under the remit of Ports and Harbours.

6.3 Ports & Harbours Projects

6.3.1 Projects currently underway – 2009 / 2010 Financial Year

Underway			Annual Capital Budget
Tug Replacement Programme.	RCM 2313	Vessels due to be delivered first quarter 2010. Underspend from last year now included to bring total to	£13,246,794
Essential Maintenance		Ports & Harbours – Reserve Fund	
Water Main, Scalloway	RCM 2315	Tender package to be ready by November. £10K has been reallocated to RCM2316	£40,000
Peerie Dock	RCM 2309	Slippage from 08/09 to allow preliminary investigation prior to appointment of conservation engineer	£7,000
		Sub Total	<u>£47,000</u>
Service Improvements		Ports & Harbours – Reserve Fund	
Uyeasound Pier.	RCM 2314	Project effectively complete. £30K has been re-allocated to RCM 2316	£74,000
Walls Pier	RCM 2316	Marine site investigation approved. Estimate a further £50K required. Reallocation authorised of £30K from RCM2314, £10K from RCM2315 with remaining shortfall to come from PCM2101.	£140,000
		Sub Total	<u>£214,000</u>
		Reserve Fund Total	<u>£261,000</u>

Maintenance

Plant, Vehicles & Equipment.	PCM 2101
Navigational Aids.	PCM 2104
Dredging Consents, Scalloway.	RCM 2208

Maintenance – Harbour Account

Maintenance Account	–	Harbour	£150,000
Maintenance Account	–	Harbour	£70,000
Surveys completed, consents are being progressed.			£0

Harbour Account Total	<hr/>	£220,000
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6.3.2 Future Years of Capital Programme**PORTS & HARBOURS - RESERVE FUND & HARBOUR ACCOUNT
PROPOSED FUNDING FOR 2010-2014****PORTS & HARBOURS - RESERVE FUND****Essential Maintenance**

Project	This year Approved 2010/11	2011/12	2012/13	2013/14	Total Project Costs
Water Main, Scalloway	250,000				250,000
Fish Market Roof, Scalloway			150,000		150,000
Old Breakwater, Symbister			150,000		150,000
Skerries Pier				100,000	100,000
Sub Total	250,000	0	300,000	100,000	650,000

PORTS & HARBOURS - RESERVE FUND**Service Improvements**

Project	2010/11	2011/12	2012/13	2013/14	Total Project Costs
Scalloway Dredging	3,000,000				3,000,000
West Pier Scalloway			5,000,000		5,000,000
Sella Ness Pier				7,000,000	7,000,000
Walls Pier	1,400,000	2,000,000			3,400,000
Sub Total	4,400,000	2,000,000	5,000,000	7,000,000	18,400,000
Reserve Fund Total	4,650,000	2,000,000	5,300,000	7,100,000	19,050,000

PORTS & HARBOURS - HARBOUR ACCOUNT**Maintenance**

Project	2010/11	2011/12	2012/13	2013/14	Total Project Costs
Plant, Vehicles & Equip	70,000	70,000	70,000	70,000	280,000
Nav Aids - Sullom Voe	70,000	70,000	70,000	70,000	280,000
Tug Jetty CP System		200,000			200,000
Harbour Account Total	140,000	340,000	140,000	140,000	760,000

Note: Funding has been approved for 2010/11.
2011 onwards projects have not yet been approved.

6.3.3 Projects Requiring Consideration

Projects Requiring Consideration

Peerie Dock, Symbister

Administration Building, Sella Ness

Refurbishment of fire doors, lighting,
suspended ceilings and flooring.

7 Revenue – Significant Maintenance in Other Areas

- 7.1 Work continues to complete the refendering of Cullivoe Pier. It is planned to complete bitmac surfacing of the hard standing area around the salmon operations area before year-end.

8 Financial Implications

- 8.1 This report is for information only. There are no financial implications arising from this report.

9 Policy and Delegated Authority

- 9.1 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, as described in Section 16 of the Council's Scheme of Delegations. However, this report is for information only and there are no Policy and Delegated Authority issues to be addressed.

10 Recommendations

- 10.1 I recommend that the Harbour Board note the areas of progress.

PORTS & HARBOURS - CAPITAL PROGRAMME

Appendix A

Funding Source	Code	Project	2009/10 Original Budget £	2009/10 Revised Budget £	Actual to 5th November 2009 £	Variance (Revised Budget Less Actual) £
Harbour Account	PCM2101	Plant, Vehicles & Equipment Equipment Works Contract	150,000	150,000	0 65,522	150,000 (65,522)
		Project Total	150,000	150,000	65,522	84,478

Funding Source	Code	Project	2009/10 Original Budget £	2009/10 Revised Budget £	Actual to 5th November 2009 £	Variance (Revised Budget Less Actual) £
Harbour Account	PCM2104	Navigational Aids, Sullom Voe Equipment Transport Hired & Contracted Svs	70,000	70,000	0 1,734	70,000 (1,734)
		Project Total	70,000	70,000	1,734	68,266

Funding Source	Code	Project	2009/10 Original Budget £	2009/10 Revised Budget £	Actual to 5th November 2009 £	Variance (Revised Budget Less Actual) £
Reserve Fund	RCM2309	Peerie Dock, Symbister External Consultants	0	7,000	5,644	1,356
		Project Total	0	7,000	5,644	1,356

Funding Source	Code	Project	2009/10 Original Budget £	2009/10 Revised Budget £	Actual to 5th November 2009 £	Variance (Revised Budget Less Actual) £
Reserve Fund	RCM2313	Tugs for Sellaness Works Contract Hire/Rent Property Other repair & Maintenance Travel External Consultants Recharges	11,152,000	13,066,910	7,021,543 11,679 1,738 7,857 92,337 0	6,045,367 (11,679) (1,738) (7,857) (92,337) 179,884
		Project Total	11,152,000	13,246,794	7,135,154	6,111,640

Funding Source	Code	Project	2009/10 Original Budget £	2009/10 Revised Budget £	Actual to 5th November 2009 £	Variance (Revised Budget Less Actual) £
Reserve Fund	RCM2314	Uyeasound Harbour Works Equipment Purchase Miscellaneous Travel Costs Transport Hired & Contracted Svs Printing Other Government Grant		215,223	197,537 15 327 171 135 68 (141,223)	17,686 (15) (327) (171) (135) (68) 0
		Project Total	0	74,000	57,030	16,970

Funding Source	Code	Project	2009/10 Original Budget £	2009/10 Revised Budget £	Actual to 5th November 2009 £	Variance (Revised Budget Less Actual) £
Reserve Fund	RCM2315	Scalloway Water Main Works	50,000	40,000	0	40,000
		Project Total	50,000	40,000	0	40,000

Funding Source	Code	Project	2009/10 Original Budget £	2009/10 Revised Budget £	Actual to 5th November 2009 £	Variance (Revised Budget Less Actual) £
Reserve Fund	RCM2316	Walls Pier Works External Consultants	100,000	50,000 90,000	0 484	50,000 89,516
		Project Total	100,000	140,000	484	139,516

Funding Source	Code	Project	2009/10 Original Budget £	2009/10 Revised Budget £	Actual to 5th November 2009 £	Variance (Revised Budget Less Actual) £
Harbour Account	PCM2101	Plant, Vehicles & Equipment	150,000	150,000	65,522	84,478
Harbour Account	PCM2104	Navigational Aids, Sullom Voe	70,000	70,000	1,734	68,266
Reserve Fund	RCM2309	Peerie Dock, Symbister	0	7,000	5,644	1,356
Debt Charges on Harbour Account	RCM2313	Tugs for Sellaness	11,152,000	13,246,794	7,135,154	6,111,640
Reserve Fund	RCM2314	Uyeasound Harbour	0	74,000	57,030	16,970
Reserve Fund	RCM2315	Scalloway Water Main	50,000	40,000	0	40,000
Reserve Fund	RCM2316	Walls Pier	100,000	140,000	484	139,516
SUMMARY		Projects Total	11,522,000	13,727,794	7,265,568	6,462,226



REPORT

To: Harbour Board

From: Head of Service

Report No: P&H-28-09-F

Subject: Port Operations Report

18 November 2009

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.

2.2 Scalloway

- 2.2.1 During October/November there were 13 acts of Pilotage.
- 2.2.2 There are eleven authorised pilots for Scalloway. These are the eleven pilots who are also authorised for Sullom Voe.
- 2.2.3 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 October 2009 showing a total of 136 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 October and the cumulative totals for 2009.

4.1.3 Appendix J shows the Summary Net Controllable Expenditure for period (1st April to 30th September 2009)

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 incidents during this period.

5.2 Pollution Incidents

5.1.2 On 31 October 2009 slight sheens were reported in the vicinity of the damaged British registered fishing vessel, Ayr of Dawn. Investigation revealed that the vessel, which had been taking on water, was pumping small quantities from its bilges into the Voe. The skipper was instructed to use a gully sucker for any further emptying of bilges.

6 Policy and Delegated Authority

6.1 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 as described in Section 16 of the Council's Scheme of Delegation. 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.

7 Financial Implications

7.1 There are no financial implications arising from this report.

8 Recommendation

8.1 This report is for noting.

SCALLOWAY 2009
Number of Vessels and GT Totals

APPENDIX A

	UK	UK	FOREIGN	FOREIGN	STANDBY/	STANDBY/	COMMERCIAL	COMMERCIAL	UK	UK	FOREIGN	FOREIGN	CRUISE	CRUISE
	COMM	COMM	COMM	COMM	OIL RELATED	OIL RELATED	(DISC RATE)	(DISC RATE)	FISHING	FISHING	FISHING	FISHING	SHIPS	SHIPS
	VISITS	GT	VISITS	GT	VISITS	GT	VISITS	GT	VISITS	GT	VISITS	GT	VISITS	GT
JANUARY	2	14	1	803	3	2923	2	4128	4	892	1	204	0	0
FEBRUARY	2	299	9	7914	1	680	1	2064	1	145	4	2196	0	0
MARCH	2	153	4	1965	2	1353	1	2064	13	2543	0	0	0	0
APRIL	2	142	1	1785	2	1341	0	0	4	1117	0	0	0	0
MAY	4	3558	8	1109	8	8447	2	4128	6	944	0	0	0	0
JUNE	6	437	8	2410	8	9505	0	0	9	1964	0	0	0	0
JULY	3	527	4	4173	5	3949	0	0	7	1480	0	0	0	0
AUGUST	2	170	0	0	3	6464	0	0	4	775	0	0	0	0
SEPTEMBER	2	165	0	0	5	6102	0	0	4	687	0	0	0	0
OCTOBER														
NOVEMBER														
DECEMBER														
	25	5465	35	20159	37	40764	6	12384	52	10547	5	2400	0	0

SCALLOWAY 2009
Number of Vessels and GT Totals

APPENDIX A

SALMON	UK	UK	FOREIGN	FOREIGN	SIC	LIFE	L/HOUSE				
CAGES	YACHT	YACHT	YACHT	YACHT	VESSEL	BOAT	TUG& MISC		TOTAL		TOTAL
VISITS	VISITS	GT	VISITS	GT	VISITS	VISITS	VISITS		VISITS		GT
11	0	0	0	0	0	0	2		26		8964
12	0	0	0	0	0	0	2		32		13298
5	0	0	0	0	0	0	4		31		8078
0	0	0	0	0	0	0	3		12		4385
0	0	0	1	0	0	0	1		30		18186
0	1	0	0	0	0	2	0		34		14316
0	0	0	1	12	1	0	1		22		10141
1	0	0	0	0	0	0	1		11		7409
0	0	0	0	0	0	0	2		13		6954
									0		0
									0		0
									0		0
29	1	0	2	12	1	2	16		211		91731

Small Piers/Harbours - Income Received
April 2009 to September 2009

APPENDIX B

	Baltasound	Collafirth	Cullivoe	Fair Isle	Hamnavoe	Mid Yell	Out Skerries	Symbister	Toft	Uyeasound	Walls	West Burrafirth	Scalloway
Metered Water Charge	0	0	0	0	0	0	0	0	0	0	0	0	(8,559.00)
Equipment and Plant Hire	0	0	0	0	0	0	0	0	0	0	0	0	(2,741.20)
SalmonTender Dues	(477.07)	0	0	0	0	0	0	0	0	0	0	0	0
Comp Annual Dues	0	(826.56)	(283.72)	0	(557.60)	(570.72)	(373.92)	(6,072.52)	(924.96)	(1,080.76)	0	(488.72)	(16,291.01)
Fish Landing Dues	0	(49.93)	(32,447.91)	0	0	(201.24)	(6.55)	(38.48)	(360.29)	0	0	(353.97)	(52,832.46)
Salmon Landing Dues	(1,012.13)	0	(17,856.75)	0	0	(3,531.91)	0	0	0	0	0	0	(42,265.33)
Hire of Net Bins	0	0	0	0	0	0	0	(74.57)	0	0	0	0	(866.30)
Storage Charges	(178.14)	0	0	0	0	(401.36)	0	0	0	0	(21.84)	(43.68)	(17,931.72)
Net Storage on Pier	0	0	0	0	0	0	0	0	0	0	0	0	0
Wharfage Charges	0	(17.76)	(24.00)	0	(6.73)	0	0	(193.50)	(38.73)	0	(21.92)	(25.96)	(6,316.34)
Other Staff Time Charge	0	0	0	0	0	0	0	0	0	0	0	0	0
Pleasure/Fishing Boat Dues	(777.72)	(886.31)	(821.52)	0	0	0	0	(208.82)	0	0	0	(218.51)	(4,227.32)
Ship Commercial Dues	(693.63)	0	(225.09)	(6.93)	0	(136.08)	0	(135.63)	(95.34)	0	0	(453.60)	(34,876.86)
Yacht Period Dues	0	0	0	0	0	(19.89)	0	(28.79)	0	0	0	(6.93)	0
Salmon Cages Dues	0	0	0	0	0	0	0	(107.64)	0	0	0	0	(35.54)
Cruise Ships	0	0	0	0	0	0	0	0	0	0	0	0	1388.80
Dues on Shellfish Landings	0	0	0	0	0	0	0	0	0	0	(178.65)	(215.28)	(566.26)
Metered Electricity	0	0	0	0	0	0	0	0	0	0	0	0	(3,899.27)
Income Harbour Activities	(3,138.69)	(1,780.56)	(51,658.99)	(6.93)	(564.33)	(4,861.20)	(380.47)	(6,859.95)	(1,419.32)	(1,080.76)	(222.41)	(1,806.65)	(190,019.81)
Phone Call Reimbursed	0	0	0	0	0	0	0	0	0	0	0	0	0
Sale of Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0
Finance Lease Income	0	0	(4,129.78)	0	0	0	0	0	0	0	0	0	(15,945.00)
Miscellaneous Income	0	0	0	0	0	0	0	0	0	0	0	0	(1,000.00)
Income - Other	0	0	(4,129.78)	0	0	0	0	0	0	0	0	0	(16,945.00)
TOTAL INCOME	(3,138.69)	(1,780.56)	(55,788.77)	(6.93)	(564.33)	(4,861.20)	(380.47)	(6,859.95)	(1,419.32)	(1,080.76)	(222.41)	(1,806.65)	(206,964.81)

Staffing Position – 31 October 2009

<u>Post</u>	<u>Established Posts</u>	<u>Actual</u>	<u>Comments</u>
Harbour Master	1	1	
Marine Officer/Pilots	11	11	
VTS Operators	2	2	
Operations Manager – Ports	1	1	
Port Safety Officers	2	2	
Launch Crew Skippers	9	9	
Launch Crew Deckhands	13	12	
Tug – Masters	13	13	2 Acting UP
Tug - Chief Engineers	12	12	
Tug - 2 nd Engineers	8	7	
Tug - Mates	12	14	5 Temp contracts (3 covering study leave terminate Nov and Dec 2009)
Tug – Mate	1	1	(TUPE)
Tug - GPRs'	5	5	4 Temp contracts
Assistant Pier Masters (Scalloway)	3	3	
Full Time Harbour Assistant	1	1	
Part Time Harbour Assistants	9	8	
Administration Manager	1	1	
Senior Clerical Assistant	1	1	
Finance Assistants	5	4	
Clerical Assistant	2	2	
Cook	2	2	

Engineering Manager – Marine	1	1
Engineering Manager – Ports	1	1
Maintenance Planning Engineer	1	0
Engineering Supervisor	1	1
Electrical Engineer	3	2
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
Storeman	1	1
Senior Stores Assistant	1	1
Stores Assistant	1	1
Driver	1	1
Total	140	136

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Brent Exports													
No of Vessels	7	6	8	5	8	9	7	6	7				63
GT	434518	345334	473289	394712	487487	527043	430762	375903	396528				3865576
Cargo C/Wise	228515	75695	398358	163333	238511	225773	326011	319315	0				1975511
Cargo Foreign	374978	405652	236243	245589	416495	412086	301839	212342	543131				3148355
Schiehallion Exports													
No of Vessels	1	2	2	2	2	0	1	0	0				10
GT	56204	123123	116192	121462	148893	0	64259	0	0				630133
Cargo C/Wise	0	89574	0	89392	84168	0	84437	0	0				347571
Cargo Foreign	85548	66476	179324	89562	88697	0	0	0	0				509607
Joint Exports													
No of Vessels	0	0	0	0	0	0	0	0	0				0
GT	0	0	0	0	0	0	0	0	0				0
Brent C/Wise	0	0	0	0	0	0	0	0	0				0
Brent Foreign	0	0	0	0	0	0	0	0	0				0
Schiehallion C/Wise	0	0	0	0	0	0	0	0	0				0
Schiehallion Foreign	0	0	0	0	0	0	0	0	0				0
Schiehallion Imports													
No of Ships	1	6	5	4	4	0	0	0	0				20
GT	72245	453156	374349	302104	298823	0	0	0	0				1500677
Schiehallion C/Wise	43105	249488	166188	214450	166754	0	0	0	0				839985
Clair Exports													
No of Ships	2	2	3	3	2	2	2	3	3				22
GT	117818	116999	186643	170443	121301	119166	125833	177832	179257				1315292
Cargo Coastwise	180931	90473	90900	271734	180984	176802	162451	0	0				1154275
Cargo Foreign	0	90668	180430	0	0	0	0	266202	263729				801029
Ship to Ship Imports													
No of Ships	0	0	1	0	0	0	0	0	0				1
GT	0	0	42661	0	0	0	0	0	0				42661
STS Crude C/Wise	0	0	0	0	0	0	0	0	0				0
STS Crude Foreign	0	0	58870	0	0	0	0	0	0				58870
Ship to Ship Exports													
No of Ships	0	0	1	0	0	0	0	0	0				1
GT	0	0	42010	0	0	0	0	0	0				42010
STS Crude C/Wise	0	0	0	0	0	0	0	0	0				0
STS Crude Foreign	0	0	58870	0	0	0	0	0	0				58870
Ship To Ship Joint Exp													
No of Ships	0	0	0	0	0	0	0	0	0				0
GT	0	0	0	0	0	0	0	0	0				0
STS Crude C/Wise	0	0	0	0	0	0	0	0	0				0
STS Crude Foreign	0	0	0	0	0	0	0	0	0				0
Brent C/Wise	0	0	0	0	0	0	0	0	0				0
Brent Foreign	0	0	0	0	0	0	0	0	0				0
Schiehallion C/Wise	0	0	0	0	0	0	0	0	0				0
Schiehallion Foreign	0	0	0	0	0	0	0	0	0				0
Propane Exports													
No of Vessels	0	1	0	0	0	0	0	0	0				1
GT	0	11822	0	0	0	0	0	0	0				11822
Propane C/Wise	0	0	0	0	0	0	0	0	0				0
Propane Foreign	0	8534	0	0	0	0	0	0	0				8534
Butane Exports													
No of Vessels	0	0	0	1	0	0	0	0	0				1
GT	0	0	0	11822	0	0	0	0	0				11822
Butane C/Wise	0	0	0	0	0	0	0	0	0				0
Butane Foreign	0	0	0	8810	0	0	0	0	0				8810
Joint Exports													
No of Vessels	0	0	0	0	0	0	0	0	0				0
GT	0	0	0	0	0	0	0	0	0				0
Propane C/Wise	0	0	0	0	0	0	0	0	0				0
Propane Foreign	0	0	0	0	0	0	0	0	0				0
Butane C/Wise	0	0	0	0	0	0	0	0	0				0
Butane Foreign	0	0	0	0	0	0	0	0	0				0

Ports & Harbours Operations

Abstract of Weather Caused Delays at 31 October 2009

	Monthly Totals			Cumulative Totals		
	Days	Hours	Mins	Days	Hours	Mins
Berthing Suspension	08	04	30	33	20	48
Unberthing Suspension	00	00	00	00	00	00
Loading Suspension	00	00	00	00	13	06
Boatwork Suspension	00	17	00	01	13	00
Pilotage Suspension	00	00	00	00	06	00
Helicopter Usage	00	00	00	00	00	00
Tug/Pilot Standby	00	00	00	00	00	00
Total Disruption - all Causes	08	04	30	34	05	48
Actual Delays Due to Weather	01	09	30	07	12	54

**Fish Landing Statistics - Scalloway
2009/2010**

APPENDIX F

		APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH		TOTAL
FISH LANDINGS - SCALLOWAY															
Fish Landed Through Market (Boxes)		5121	5702	5319	4414	4982	5882	0	0	0	0	0	0		31420
Fish Not Put Through Market (Boxes)		440	400	522	0	0	0	0	0	0	0	0	0		1362
Mackerel Landings		0	0	20	113.25	321	177.75	0	0	0	0	0	0		632
TOTAL NO OF BOXES - (Boxes)		5561	6102	5861	4527.25	5303	6059.75	0	0	0	0	0	0		33414

		APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH		TOTAL
FISH LANDINGS - CULLIVOE															
Fish Landed Through Market (Boxes)		4258	5156	2570	1173	1885	0	0	0	0	0	0	0		15042
Fish Not Put Through Market (Boxes)		0	0	312	0	902	0	0	0	0	0	0	0		1214
Mackerel Landings		0	0	0	0	0	0	0	0	0	0	0	0		0
TOTAL NO OF BOXES - (Boxes)		4258	5156	2882	1173	2787	0	0	0	0	0	0	0		16256

SCALLOWAY															
DUES PAID ON FISH LANDINGS		PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD		
(Rate = £0.025 per £1.00 Value)		00/01	00/02	00/03	00/04	00/05	00/06	00/07	00/08	00/09	00/10	00/11	00/12		TOTALS
LHD Ltd		9882.36	4239.17	14611.17	5501.24	6613.40	9819.20	10211.05	0	0	0	0	0		60877.59
Other (Consigned Fish)		0	0	686.40	723.14	756.38	0	1019.07	0	0	0	0	0		3184.99
Mackerel Landings		0	0	0	0	0	0	402.48	0	0	0	0	0		402.48
TOTAL FOR LEDGER PERIOD		9882.36	4239.17	15297.57	6224.38	7369.78	9819.20	11632.60	0.00	0.00	0.00	0.00	0.00		64465.06

CULLIVOE															
DUES PAID ON FISH LANDINGS		PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD	PERIOD		
(Rate = £0.025 per £1.00 Value)		00/01	00/02	00/03	00/04	00/05	00/06	00/07	00/08	00/09	00/10	00/11	00/12		TOTALS
LHD Ltd		6603.37	8215.77	4350.63	5040.99	2751.14	4539.96	5623.26	0	0	0	0	0		37125.12
Other (Consigned Fish)		0	0	0.00	0	0	946.05	1961.64	0	0	0	0	0		2907.69
TOTAL FOR LEDGER PERIOD		6603.37	8215.77	4350.63	5040.99	2751.14	5486.01	7584.90	0.00	0.00	0.00	0.00	0.00		40032.81

**Scalloway Harbour
Wharfage Charges 2009/2010**

APPENDIX G

WHARFAGE - Imports		APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH		TOTAL (tonnes)
Inward - Tonnes (Misc)		692.000	0.000	30.000	1055.400	40.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		1817.400
Salmon Nets - Tonnes (In)		40.000	110.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		150.000
Fish Feed - Tonnes (In)		0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		0.000
TOTAL CARGO		732.000	110.000	30.000	1055.400	40.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		1967.400

WHARFAGE - Exports		APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH		TOTAL (tonnes)
Tonnes (Misc)		0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		0.000
Ice Loaded		100.300	99.820	114.560	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		314.680
Gas Oil Bunkers		182.728	209.536	955.411	0.000	271.007	0.000	0.000	0.000	0.000	0.000	0.000	0.000		1618.682
Fish Feed		77.000	66.000	133.000	189.000	230.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		695.000
Salmon Nets		6.000	0.000	0.000	70.000	2.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		78.000
TOTAL		366.028	375.356	1202.971	259.000	503.007	0.000	0.000	0.000	0.000	0.000	0.000	0.000		2706.362

**Other Small Piers/Harbours
(Part 2 - Harbours)
Summary Management Accounts - Revenue
April 2009 to Sept 2009**

Appendix I

	Annual Budget 2009/2010	Actual April to September 09	Variance (Adverse)/Favourable
All Income	(50,340)	(77,910.04)	27,570.04
Total Income	<u>(50,340)</u>	<u>(77,910.04)</u>	<u>27,570.04</u>
Employee Costs	28,705	14,375.86	14,329.14
Agency Payments	-	-	-
Property And Fixed Plant	77,567	32,277.13	45,289.87
Supplies and Services	7,655	109,601.99	(101,946.99)
Transport and Mobile Plant	145,660	42,172.70	103,487.30
Administration	-	-	-
Total Expenditure	<u>259,587</u>	<u>198,427.68</u>	<u>61,159.32</u>
Net Revenue Expenditure/(Income)	<u>209,247</u>	<u>120,517.64</u>	<u>88,729.36</u>

NB Financing Costs and Recharges are not included in the above figures, as these are dealt with separately at the year end. The above is "controllable costs".

SCALLOWAY HARBOUR
Summary Management Accounts - Revenue
April 2009 to Sept 2009

Appendix H

	Annual Budget 2009/2010	Actual April - September 09	Variance (Adverse)/Favourable
Fish Landing Dues	(80,000)	(52,832.46)	(27,167.54)
Other Dues/Charges	(234,200)	(166,636.89)	(67,563.11)
Total Income	(314,200)	(219,469.35)	(94,730.65)
Employee Costs	137,699	75,948.01	61,750.99
Administration	23,225	2,760.90	20,464.10
Agency Payments	2,000	317.00	1,683.00
Property and Fixed Plant	112,267	41,065.54	71,201.46
Supplies & Services	12,300	18,534.23	(6,234.23)
Transport and Mobile Plant	57,494	13,294.09	44,199.91
Total Expenditure	344,985	151,919.77	193,065.23
Net Revenue			
Expenditure/(Income)	30,785	(67,549.58)	98,334.58

NB Financing Costs and Recharges are not included in the above figures, as these are dealt with separately at the year end. The above are "controllable costs"

Ports & Harbours Operations 2009/2010

Sullom Voe

Net Controllable Expenditure for Period April to September 2009

Appendix J

	EMPLOYEE COSTS	ADMINISTRATION	AGENCY PAYMENTS	PROPERTY & FIXED PLANT	SUPPLIES & SERVICES	TRANSPORT & MOBILE PLANT	TRANSFER PAYMENTS	TOTAL EXPENDITURE (6 Months)	TOTAL INCOME (6 Months)	NET TOTAL (6 Months)	ANNUAL BUDGET (12 months)	ANNUAL BUDGET REMAINDER
Sullom Voe	-	2,294.40	-	201,923.27	26,387.43	19,013.63	-	249,618.73	(2,785,071.20)	(2,535,452.47)	(5,710,487)	(3,175,034.53)
B & L - SV	-	-	-	-	-	-	-	-	(166,605.19)	(166,605.19)	(252,673)	(86,067.81)
Pilotage - SV	-	-	-	-	-	-	-	-	(313,827.29)	(313,827.29)	(672,645)	(358,817.71)
Mooring - SV	-	-	-	-	-	-	-	-	(123,626.49)	(123,626.49)	(294,397)	(170,770.51)
Marine Officers	517,210.57	562.40	-	-	1,795.84	4,915.70	-	524,484.51	-	524,484.51	1,055,598	531,113.49
Launch Crews	226,242.92	1,067.40	-	235.52	2,110.93	647.25	-	230,304.02	-	230,304.02	1,118,651	888,346.98
Pollution Cont	-	-	-	-	-	-	-	-	-	-	1,500	1,500.00
SOTEAG	-	-	-	-	-	-	-	-	-	-	650	650.00
SVA	-	-	-	-	-	-	34,782.61	34,782.61	-	34,782.61	80,580	45,797.39
Canteen Servs	14,222.40	-	-	343.91	12,819.24	185.63	-	27,571.18	(16,534.43)	11,036.75	28,067	17,030.25
Port Engineering	267,379.21	2,581.81	-	-	2,171.41	2,175.73	-	274,308.16	(759.91)	273,548.25	635,972	362,423.75
VRM Recharge In	-	91.50	-	88,607.94	20,758.10	9,910.48	-	119,368.02	(7,145.60)	112,222.42	257,766	145,543.58
Pilot/Mooring Boats	-	103.51	-	11,060.85	1,744.61	20,053.01	-	32,961.98	-	32,961.98	139,885	106,923.02
Ports Recruitment	26.05	-	-	-	-	-	-	26.05	-	26.05	17,000	16,973.95
Support Servs	102,436.19	-	-	-	1,326.29	691.56	-	104,454.04	-	104,454.04	234,715	130,260.96
Port Ops - Man	299,237.22	16,747.47	-	113.71	8,612.22	11,258.72	-	335,969.34	(117.13)	335,852.21	709,491	373,638.79
Admin Building	-	-	-	28,968.73	9,785.89	1,464.59	-	40,219.21	-	40,219.21	107,748	67,528.79
Sub Total	1,426,754.56	23,448.49	-	331,253.93	87,511.96	70,316.30	34,782.61	1,974,067.85	(3,413,687.24)	(1,439,619.39)	(2,542,579)	(1,102,959.61)
Towage Crews	1,486,223.47	18,863.34	-	-	13,560.86	5,685.03	-	1,524,332.70	(2,202,645.00)	(678,312.30)	(1,488,594)	(810,281.70)
Tugs	-	6,118.33	-	112,736.12	39,542.24	431,478.44	-	589,875.13	-	589,875.13	1,512,228	922,352.87
Towage Management	-	455.94	8,785.00	-	417.19	614.12	-	10,272.25	-	10,272.25	29,440	19,167.75
Towage Total	1,486,223.47	25,437.61	8,785.00	112,736.12	53,520.29	437,777.59	-	2,124,480.08	(2,202,645.00)	(78,164.92)	53,074	131,238.92
OVERALL TOTAL	2,912,978.03	48,886.10	8,785.00	443,990.05	141,032.25	508,093.89	34,782.61	4,098,547.93	(5,616,332.24)	(1,517,784.31)	(2,489,505)	(971,720.69)



REPORT

To: Harbour Board 18 November 2009

From: Harbour Master

Report No: P&H-27-09-F

Subject: Naming of New Tugs

1 Introduction

- 1.1 This report outlines the plans for the naming ceremony for the two new Voith tugs for the port of Sullom Voe.

2 Links to Corporate Plan

- 2.1 This report would make contributions to the Council's priorities of strengthening rural areas and supporting the local economy and also to supporting educational opportunities.

3 Naming Ceremony

- 3.1 The naming ceremony for the new tugs will be held at Sella Ness, after the arrival of the second tug. Exact dates have not been set, however it is expected that the ceremony be held in late April or early May 2010. Exact dates will be set early in 2010.
- 3.2 Traditionally it is considered good luck, in maritime circles, that a ship is named by a lady. Tradition has it, that this appeases the gods and spirits of the sea and further grants good luck on the vessel and those who sail on her.
- 3.3 The names of the tugs have been selected from the submissions of the school children of Shetland. The process of securing the names from the Registry of Shipping is on going. Once the names are confirmed as reserved, the schools and school children will be informed.
- 3.4 The school children that chose the winning names will be invited to the naming ceremony.

3.5 Other proposed invitees to the ceremony will be:

The Chief Executive
The Convenor
Harbour Board
Council Members
The Executive Director – Infrastructure Services
Ports and Harbours staff and families
SIC staff members that have been involved in the new build process.
Key contract labour involved in the new build process.
Key staff from Union Naval Valencia
BP Terminal Manager, Sullom Voe
BP Marine management, Sullom Voe
Local press and media.

- 3.6 Prior to the commencement of the ceremony, there will be an opportunity for all those invited to board and see around the new tugs.
- 3.7 The seafaring world has many superstitions and naming a ship is surrounded in superstition. It is considered extremely unlucky not to name a ship. It is also said that any naming should be done so as to bring good fortune to the ship. The actual ceremony of naming a ship normally involves wetting the bow, a tradition of that goes back into the dim and distant past. All seafaring nations have similar ceremonies. Vikings, of old, used blood to appease the gods of the sea. This gradually changed to wine as Christianity took hold. As time has passed champagne, as the finest of wines, gradually replaced red wine as the traditional liquid to wet the bows.
- 3.8 During the ceremony of the two new tugs the persons naming the ship will give a short speech and blessing. The breaking of a champagne bottle over the bow then follows this. It is considered very bad luck if the bottle does not break on the first strike.
- 3.9 Two brass plaques will be made for each of the tugs names. The plaques will state the name of the tug, the name of the winning school and school pupil(s) and the date of the naming ceremony. One plaque will be permanently mounted on each tug. The remaining plaques will be presented at the ceremony to the winning schools.
- 3.10 A framed picture of the new tugs will be presented to each of the winning pupils at the ceremony.
- 3.11 Refreshments, in the form of a self-service buffet will be available directly after the naming of the tugs. Investigations are under way as to whether the refreshments will be served from a marquee on the pier, onboard the tugs or within one of the buildings.
- 3.12 It is hoped that some local musicians will be available for the ceremony.
- 3.13 There is a legal limit on the number of persons permitted onboard the tugs once they leave the pier. Therefore only a selected number of visitors will receive “tickets” for a trip around the harbour on the new tugs. The winning school children will be amongst those selected.

4 Summary

- 4.1 Tours around the new tugs will be available just prior to the naming ceremony.
- 4.2 The tugs will be named at Sella Ness shortly after the second tug is delivered from Spain.
- 4.3 A decision from the Harbour Board is required to nominate the persons to name the new tugs.
- 4.4 Presentations will be made to the winning school and school pupils.
- 4.5 Refreshments and music will be available directly after the ceremony.
- 4.6 Tours around the harbour onboard the new tugs will be limited to a selected number.
- 4.7 A decision is required from the Harbour Board on the proposed list of persons to invite is listed in the report.

5 Proposals

- 5.1 The naming ceremony takes place at Sella Ness as described above.
- 5.2 Two female Members of the Harbour Board conduct the naming ceremony.
- 5.3 The list of persons to be invited is accepted as stated in this report.

6 Financial Implications

- 6.1 Costs for the naming ceremony will be found from within existing budgets, therefore there are no financial implications arising from this report.

7 Policy and Delegated Authority

- 7.1 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, as described in Section 16 of the Council's Scheme of Delegations. There are no Policy and Delegated Authority issues to be addressed.

8 Recommendations

- 8.1 I recommend that the Harbour Board:
- 8.2 Approve the ceremony outlined in this report for naming the new Voith tugs for the port of Sullom Voe.
- 8.3 Appoint two female Members of the Harbour Board to conduct the naming ceremony; and
- 8.4 Approve the list of persons invited to the ceremony.

Date: 9 November 2009
Our Ref: RM/LAB RO-PP

Report No: P&H-27-09-F



REPORT

To: Harbour Board

18 November 2009

From: Harbour Master

Report No: P&H-26-09-F

Subject: Trust Owned Slipways

1 Introduction

- 1.1 This report seeks Harbour Board approval for an amendment to policy, which determines the criteria under which the Council would agree to accept the transfer of ownership of a pier from a Pier Trust.

2 Link to Council Priorities

- 2.1 Engage with community-based groups to identify projects that help to retain active rural populations.

3 Background

- 3.1 The Harbour Board approved report P&H-03-09 that proposed a policy on The Transfer of Ownership of Trust Piers. [Min Ref 01/09] The policy is attached as Appendix A.
- 3.2 An enquiry has been received on the transfer of ownership from a Trust to the Council of a slipway at West Burrafirth.

4 Proposals

- 4.1 To decide whether to include slipways in the policy on The Transfer of Ownership of Trust Piers.
- 4.2 Whilst deliberating the Members should be aware that:
 - 4.2.1 There are currently no charges in the Table of Dues for the use of Council slipways and therefore no income stream.
 - 4.2.2 Slipways will attract a small annual rental charge from the Crown Estate.
 - 4.2.3 Slipways do require maintenance from time to time.
 - 4.2.4 Slipways are unlikely to meet the criteria for transfer in that currently the income from a slipway is unlikely to meet the maintenance costs.

4.2.5 There appears to be a desire from a local Trust to transfer a slipway to the Council.

4.2.6 Slipways are undoubtedly a benefit to local communities.

4.2.7 Future Table of Dues, subject to approval, can either include a charge for the use of slipways, or allow for the cost when calculating the rates for using Council harbour facilities.

5 Financial Implications

5.1 Any additional costs will need to be met by existing budgets. Assuming no major works are required to repair or improve slipways, there are no financial implications arising from this report.

6 Summary

6.1 A tentative request has been received requesting that the Council accept responsibility for the ownership and operation of a slipway at West Burrafirth.

6.2 There are a number of other slipways in Shetland, the committees or owners of which could, at some time in the future, request the Council to adopt as Council owned and operated.

6.3 At this time the Council does not have a policy, which determines the criteria under which such requests are considered.

7 Policy and Delegated Authority

7.1 The Harbour Authority has full delegated authority of the oversight and decision making in respect of the management and operation of the Council's harbour undertakings in accordance with overall Council policy, revenue budgets and the requirements of the Port Marine Safety Code, as described in section 16 of the Council's Share of Delegations. However, the approval of a new policy requires a decision of the Council.

8 Recommendations

I recommend that the Harbour Board recommends to the Council that it:

8.1 Considers the option of including slipways in the policy on the Transfer of Ownership of Trust Piers and passes such deliberations and recommendations to the Council for final consideration.

Our Ref: RO-O RM/LAB
10 November 2009

Report No: P&H-26-09-F

Appendix A

The Transfer of Ownership of Trust Piers Policy

Operational Date: 23 January 2009

Review Date: 23 January 2011

1 INTRODUCTION

The purpose of this policy is to provide guidelines on the criteria by which the Shetland Islands Council should accept the transfer of ownership of a Trust Pier at the request of the relevant Trust Committee. In this context “ownership” would include any leasehold interest where the Trust’s holding of any part of the pier structure is as tenant under a lease.

2 SCOPE

This policy will apply to all requests for ownership of, and the subsequent responsibility for, trust piers to be transferred from a Trust Committee to the Shetland Islands Council.

3 INITIAL ACTION

The Shetland Islands Council’s Ports and Harbours Operations will arrange for: -

- 3.1 Confirmation of legal ownership and responsibility of the pier.
- 3.2 Investigation of the position with respect to the Crown Estate Commissioners (the CEC) and ownership of that part of the pier structure that rests on the seabed.
- 3.3 Confirmation of the position with respect to any CEC lease for the pier structure, as well as ownership of the parts of the structure above MLWS. This to include whether there is any consent required from the CEC for consent for assignation of the seabed lease, and also whether there are any obligations under the lease to be considered.
- 3.4 Inspection of the pier to determine its structural soundness.
- 3.5 Maintenance records to be checked for level of maintenance required.
- 3.6 Inspection of the Committee’s records to determine annual running costs and income.
- 3.7 Inspection of the Committee’s records to determine level of pier usage and type of usage (e.g. industry, leisure).

Appendix A

With regard to the above, all records of the preceding five years relating to the pier will be checked.

4 CRITERIA

Before recommending a transfer of ownership to the Shetland Islands Council the following criteria must be confirmed to the satisfaction of the Harbour Board: -

- 4.1 The pier structure must be sound.
- 4.2 The pier income to be sufficient to meet annual running costs.
- 4.3 Estimated annual maintenance costs to be met by the current budget at the time of transfer.
- 4.4 Pier usage to be at a level, which indicates a benefit to the local community.