



## REPORT

**To: Harbour Board**

**20 January 2010**

**From: Harbour Master / Head of Service**

**Report No: P&H-02-10-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 a number of Ship-to-Ship (StS) transfers since the last Harbour Board. It is anticipated that this work will continue through the winter period.
- 3.3. A visit to a number of oil companies in the London area was made on 23 and 24 November, to further advertise and promote the port as a StS location. The meetings were positive and will require follow up visits early 2010. Some questions were raised with regard to the facilities of the terminal. These will be passed to BP for consideration.
- 3.4. The application forms for membership of the oil vetting scheme have been received.
- 3.5. Work is progressing in partnership with Economic Development, 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.

- 3.6. The management team has met with a number of contractors bidding on the TOTAL project. The purpose of the meetings was to demonstrate capabilities and facilities of the port during the construction phase of the proposed new TOTAL facility. This work is on going.
- 3.7. Work, in partnership with Economic Development, is also progressing to produce a potential development plan for the port of Sullom Voe. Meetings have taken place with Lerwick Port Authority. Meetings are also scheduled with Scottish Natural Heritage in January.

#### **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.

21 December 2009

Our Ref: RM/LAB RO-O

Report No: P&H-02-10-F





## REPORT

To: **Harbour Board** **20<sup>th</sup> January 2010**

From: **Emergency Planning & Resilience Service**

Subject: **Exercise “Coast Watch”, 16<sup>th</sup> September & AM only on 17<sup>th</sup> September 2010**

Report No: **LA-02-F**

### **1 Introduction**

- 1.1 The purpose of this report is to inform the Harbour Board on the proposed tabletop exercise in response to the decision of the Council at its meeting on 16<sup>th</sup> September 2009 (minute reference 120/09).

### **2 Link Corporate Priorities**

- 2.1 This report promotes the ideals of the Corporate Plan of sustainable economy whilst protecting the environment and directly relates to Sustainable Economy in that, the Council will “encourage logistical operations in Lerwick, Scalloway, Scatsta and Sumburgh to retain existing job numbers in the oil industry and related sectors”.
- 2.2 In relation to risk management, the safety concerns and the risks were assessed in the report to the Harbour Board on 26<sup>th</sup> August 2009 (minute reference 27/09) and the Council on 16<sup>th</sup> September 2009 (minute reference 120/09) to brief and inform Members on the anchoring of vessels, particularly tankers, off Gulberwick and Quarff.
- 2.3 Under the Civil Contingencies Act 2004 (Contingency Planning)(Scotland) Regulations 2005 contingency plans should be exercised on a periodic basis. The Council would be in breach of these regulations if the Shetland Marine Pollution Contingency Plan is not exercised.

### **3 Proposals**

- 3.1 Emergency Planning and the MCA were invited to hold a specific exercise based on a tanker dragging anchor and to reduce identified risks. Emergency Plans deal with effects not causes and therefore following a scoping meeting on 27<sup>th</sup> October 2009 with a range of organisations (SOSREP, MCA, LPA, SVT, KIMO, Northern Constabulary and the SIC) it was agreed that the best approach is to have a tabletop exercise over one and a half days where a shoreline response centre is established in response to a pollution incident. This will allow the organisations involved to test and validate their plans in a multi-agency exercise, address a large-scale pollution incident outside Sullom Voe and the response that is required by the organisations involved.

#### **4 Policy and Delegated Authority**

- 4.1 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.

#### **5 Financial Implications**

- 5.1 The costs of the exercise will be met from existing budgets within Emergency Planning & Resilience and also by a request to Scottish Resilience for matched funding.

#### **6 Recommendations**

- 6.1 This report is for noting.

Our Ref: E38-28 ISG

11<sup>th</sup> January 2010



## **REPORT**

**To: Harbour Board**

**From: Harbour Master**

**Report No: P&H-01-10-F**

**Subject: Ports Project Monitoring Report**

**20 January 2010**

### **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 next Infrastructure Committee on 2 February 2010.

#### **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 The launching of a vessel is a key moment in the build process. The first tug was successfully launched on 17 December 2010 and was witnessed by the chair of the Harbour Board, the Head of Service, a tug Chief Engineer and the onsite supervisory team. The tug has now been moved to a lay-by berth for finishing off.
- 3.2.3 Work is progressing well on tug build number 2.
- 3.2.4 Some photographs of the progress will be provided at the meeting as Appendix B.
- 3.2.5 The Registry of Shipping and Seamen has confirmed that the names “Solan” and “Bonxie” are now reserved for the two new tugs. Letters have been sent to all the participating schools.
- 3.2.6 The project currently remains on budget with delivery of the first tug expected by early April.

### 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 month of January 2010, weather permitting.
- 3.4.3 Funding for Walls Pier was approved by members in the Capital programme for 2010/11. Work is hoped to commence 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

There have been some slight delays to the design of the new scheme, mainly due to a lack of record drawings indicating existing connections. These issues have largely been resolved and Arch Henderson advises that the Tender Package should be ready by the end of January. This means that the project can still be tendered in early 2010, as reported to previous Board meetings.



## **4 Harbour Account**

### **4.1 Plant, Vehicles and Equipment – PCM 2101**

#### **4.1.1 Vehicle Replacement**

Agreement has been reached with the Fleet Management Unit (FMU) on the purchase of a replacement transit style flat bed pick up. The new vehicle will be ordered as soon as possible. The existing vehicle will be retained by FMU and used or sold as appropriate. A surplus 4 x 4 vehicle has also been transferred to FMU, further reducing the department's compliment of this type of vehicle, as required. The existing workshop forklift is now over twenty years old and is becoming increasingly maintenance dependant. The gearbox casing is cracked and could fail at any time. Discussions are taking place with FMU, to determine the best way to replace it and should this happen, this budget will be fully utilised this year.

### **4.2 Navigational Aids – PCM 2104**

4.2.1 Trials and feedback of the new buoy at Sullom Voe, have determined that the buoy is too small to be seen in all weathers. Larger buoys have been identified as suitable and it is proposed that this year's budget is used to purchase a number of these in addition to new L.E.D. lanterns.

4.2.2 The internal telephone-switching device in VTS has failed. A temporary repair has been made. As part of the ICT telephony project a new switching and recording device will be fitted in January. This equipment is a requirement of VTS operations.

4.2.3 It is expected that this budget will be fully utilised this year.

## **5 Revenue Projects**

### **5.1 Sullom Voe Terminal Jetty Maintenance Contract**

5.1.1 Works continue on site by Malakoff Limited, to address the minor remaining elements of 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 Scottish Natural Heritage (SNH) has accepted that further modelling and survey work will not be required at this stage. Fisheries Research Service (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 now complete.

6.2.2 Design is continuing and is expected to be complete by January 2010, dependent 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 2010/11 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

<b>Underway</b>			<b>Annual Capital Budget</b>
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 January. £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****Maintenance –  
Harbour Account**

Plant, Vehicles & Equipment.	PCM 2101	Maintenance – Harbour Account	
Navigational Aids.	PCM 2104	Maintenance – Harbour Account	£150,000
Dredging Consents, Scalloway.	RCM 2208	Surveys completed, consents are being progressed.	£70,000
		Harbour Account Total	£0
			<u>£220,000</u>

### 6.3.2 Future Years of Capital Programme

#### **PORTS & HARBOURS - RESERVE FUND & HARBOUR ACCOUNT PROPOSED FUNDING FOR 2010-2014**

<b>PORTS &amp; HARBOURS - RESERVE FUND</b>					
<b>Essential Maintenance</b>					
<b>Project</b>	Approved Budget for 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
<b>Sub Total</b>	250,000	0	300,000	100,000	650,000
<b>PORTS &amp; HARBOURS - RESERVE FUND</b>					
<b>Service Improvements</b>					
<b>Project</b>	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
<b>Sub Total</b>	4,400,000	2,000,000	5,000,000	7,000,000	18,400,000
<b>Reserve Fund Total</b>	4,650,000	2,000,000	5,300,000	7,100,000	19,050,000
<b>PORTS &amp; HARBOURS - HARBOUR ACCOUNT</b>					
<b>Maintenance</b>					
<b>Project</b>	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
<b>Harbour Account Total</b>	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 The surfacing works at Cullivoe Harbour have been completed.

7.2 The passenger landing facility for Fair Isle has been designed and ordered from a local fabrication company. It is planned to have it installed by early spring 2010, ready for the cruise ship season.

## **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.





## **REPORT**

**To: Harbour Board**

**20 January 2010**

**From: Head of Service**

**Report No: P&H-04-10-F**

**Subject: Port Operations Report**

### **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 November/December there were 4 acts of Pilotage.
- 2.2.2 There are ten 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 December 2009 showing a total of 133 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 November and the cumulative totals for 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 10 November 2009, during the drain down operations following a Ship-to-Ship transfer between the Singapore registered tanker "Perseverance" and the Cypriot registered tanker "Nordmars", there was a spray of Condensate Oil from the hose, with approximately 5 litres of oil entering the water.

5.1.3 On 10 November 2009, during the drain down operations following a Ship-to-Ship transfer between the Singapore registered tanker "Perseverance" and the Panamanian registered tanker "Eternal Pride", there was a spray of Condensate Oil from the hose, with approximately 3 litres of oil entering the water.

Following the above incidents, stringent measures were put in place to avoid any further spills. Two subsequent Ship-to-ship transfers of the same product were incident free.



## **6 Sullom Voe Harbour Oil Spill Plan**

- 6.1 The Sullom Voe Oil Spill Plan has been approved by the MCA for a further five years, to 23 November 2014.

## **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 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.

## **8 Financial Implications**

- 8.1 There are no financial implications arising from this report.

## **9 Recommendation**

- 9.1 This report is for noting.



**SCALLOWAY 2009**  
**Number of Vessels and GT Totals**

**APPENDIX A**

	UK COMM VISITS	UK COMM GT	FOREIGN COMM VISITS	FOREIGN COMM GT	STANDBY/ OIL RELATED VISITS	STANDBY/ OIL RELATED GT	COMMERCIAL (DISC RATE) VISITS	COMMERCIAL (DISC RATE) GT	UK FISHING VISITS	UK FISHING GT	FOREIGN FISHING VISITS	FOREIGN FISHING GT	CRUISE SHIPS VISITS
JANUARY	2	14	1	803	3	2923	2	4128	4	892	1	204	0
FEBRUARY	2	299	9	7914	1	680	1	2064	1	145	4	2196	0
MARCH	2	153	4	1965	2	1353	1	2064	13	2543	0	0	0
APRIL	2	142	1	1785	2	1341	0	0	4	1117	0	0	0
MAY	4	3558	8	1109	8	8447	2	4128	6	944	0	0	0
JUNE	6	437	8	2410	8	9505	0	0	9	1964	0	0	0
JULY	3	527	4	4173	5	3949	0	0	7	1480	0	0	0
AUGUST	2	170	0	0	3	6464	0	0	4	775	0	0	0
SEPTEMBER	2	165	0	0	5	6102	0	0	4	687	0	0	0
OCTOBER	3	434	2	4510	5	3635	0	0	9	2255	0	0	0
NOVEMBER	0	0	0	0	0	0	0	0	13	2490	0	0	0
DECEMBER													
	28	5899	37	24669	42	44399	6	12384	74	15292	5	2400	0

**SCALLOWAY 2009**  
**Number of Vessels and GT Totals**

**APPENDIX A**

CRUISE SHIPS GT	SALMON CAGES VISITS	UK YACHT VISITS	UK YACHT GT	FOREIGN YACHT VISITS	FOREIGN YACHT GT	SIC VESSEL VISITS	LIFE BOAT VISITS	L/HOUSE TUG& MISC VISITS		TOTAL VISITS		TOTAL GT
0	11	0	0	0	0	0	0	2		26		8964
0	12	0	0	0	0	0	0	2		32		13298
0	5	0	0	0	0	0	0	4		31		8078
0	0	0	0	0	0	0	0	3		12		4385
0	0	0	0	1	0	0	0	1		30		18186
0	0	1	0	0	0	0	2	0		34		14316
0	0	0	0	1	12	1	0	1		22		10141
0	1	0	0	0	0	0	0	1		11		7409
0	0	0	0	0	0	0	0	2		13		6954
0	0	0	0	0	0	0	0	4		23		10834
0	0	0	0	0	0	0	0	3		16		2490
										0		0
0	29	1	0	2	12	1	2	23		250		105055

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

APPENDIX B

	Baltasound	Collafirth	Cullivoe	Fair Isle	Hamnavoe	Mid Yell	Out Skerries	Symbister	Toft	Uyeasound	Walls	West Burrafirth	Scalloway
Metered Water Charge	(25.73)	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	(2,341.92)	(1,681.00)	0	(612.42)	(570.72)	(373.92)	(8,257.00)	(924.96)	(1,080.76)	0	(488.72)	(16,291.01)
Fish Landing Dues	0	(49.93)	(42,224.64)	0	0	(201.24)	(6.55)	(41.45)	(360.29)	0	0	(433.62)	(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	(149.14)	0	0	0	0	(866.30)
Storage Charges	(242.97)	0	0	0	0	(401.36)	0	0	0	0	(102.48)	(87.84)	(17,931.72)
Net Storage on Pier	0	0	0	0	0	0	0	0	0	0	0	0	0
Wharfage Charges	0	(24.49)	(44.47)	0	(6.73)	0	0	(263.60)	(51.21)	0	(42.29)	(65.19)	(6,316.34)
Staff Time Miscellaneous	(361.66)	0	0	0	0	0	0	0	0	0	0	0	0
Pleasure/Fishing Boat Dues	(952.44)	(1,054.73)	(821.52)	0	0	0	0	(510.38)	0	0	0	(218.51)	(4,227.32)
Ship Commercial Dues	(2,145.57)	0	(225.09)	(6.93)	0	(136.08)	0	(169.23)	(476.28)	0	0	(652.68)	(34,876.86)
Yacht Period Dues	(214.84)	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	0	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	(215.28)	0	0	(739.42)	(215.28)	(566.26)
Metered Electricity	0	0	0	0	0	0	0	0	0	0	0	0	(3,899.27)
<b>Income Harbour Activities</b>	<b>(5,432.41)</b>	<b>(3,471.07)</b>	<b>(62,853.47)</b>	<b>(6.93)</b>	<b>(619.15)</b>	<b>(4,861.20)</b>	<b>(380.47)</b>	<b>(9,634.87)</b>	<b>(1,812.74)</b>	<b>(1,080.76)</b>	<b>(884.19)</b>	<b>(2,168.77)</b>	<b>(190,019.81)</b>
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	(250.00)	0	(175.00)	0	0	0	0	(15,945.00)
Miscellaneous Income	0	0	0	0	0	0	0	0	0	0	0	0	(1,000.00)
<b>Income - Other</b>	<b>0</b>	<b>0</b>	<b>(4,129.78)</b>	<b>0</b>	<b>0</b>	<b>(250.00)</b>	<b>0</b>	<b>(175.00)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(16,945.00)</b>
<b>TOTAL INCOME</b>	<b>(5,432.41)</b>	<b>(3,471.07)</b>	<b>(66,983.25)</b>	<b>(6.93)</b>	<b>(619.15)</b>	<b>(5,111.20)</b>	<b>(380.47)</b>	<b>(9,809.87)</b>	<b>(1,812.74)</b>	<b>(1,080.76)</b>	<b>(884.19)</b>	<b>(2,168.77)</b>	<b>(206,964.81)</b>



**Staffing Position – 31 December 2009**

<b><u>Post</u></b>	<b><u>Established Posts</u></b>	<b><u>Actual</u></b>	<b><u>Comments</u></b>
Harbour Master	1	1	
Marine Officer/Pilots	10	10	
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 <sup>nd</sup> Engineers	8	7	
Tug - Mates	12	12	3 Temp contracts
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	139	133



	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
<b>Brent Exports</b>													
No of Vessels	7	6	8	5	8	9	7	6	7	7	5		75
GT	434518	345334	473289	394712	487487	527043	430762	375903	396528	418226	309238		4593040
Cargo C/Wise	228515	75695	398358	163333	238511	225773	326011	319315	0	0	0		1975511
Cargo Foreign	374978	405652	236243	245589	416495	412086	301839	212342	543131	543842	475293		4167490
<b>Schiehallion Exports</b>													
No of Vessels	1	2	2	2	2	0	1	0	0	0	0		10
GT	56204	123123	116192	121462	148893	0	64259	0	0	0	0		630133
Cargo C/Wise	0	89574	0	89392	84168	0	84437	0	0	0	0		347571
Cargo Foreign	85548	66476	179324	89562	88697	0	0	0	0	0	0		509607
<b>Joint Exports</b>													
No of Vessels	0	0	0	0	0	0	0	0	0	0	0		0
GT	0	0	0	0	0	0	0	0	0	0	0		0
Brent C/Wise	0	0	0	0	0	0	0	0	0	0	0		0
Brent Foreign	0	0	0	0	0	0	0	0	0	0	0		0
Schiehallion C/Wise	0	0	0	0	0	0	0	0	0	0	0		0
Schiehallion Foreign	0	0	0	0	0	0	0	0	0	0	0		0
<b>Schiehallion Imports</b>													
No of Ships	1	6	5	4	4	0	0	0	0	0	0		20
GT	72245	453156	374349	302104	298823	0	0	0	0	0	0		1500677
Schiehallion C/Wise	43105	249488	166188	214450	166754	0	0	0	0	0	0		839985
<b>Clair Exports</b>													
No of Ships	2	2	3	3	2	2	2	3	3	3	3		28
GT	117818	116999	186643	170443	121301	119166	125833	177832	179257	165359	173947		1654598
Cargo Coastwise	180931	90473	90900	271734	180984	176802	162451	0	0	0	0		1154275
Cargo Foreign	0	90668	180430	0	0	0	0	266202	263729	264078	271967		1337074
<b>Ship to Ship Imports</b>													
No of Ships	0	0	1	0	0	0	0	0	0	0	2		3
GT	0	0	42661	0	0	0	0	0	0	0	85322		127983
STS Crude C/Wise	0	0	0	0	0	0	0	0	0	0	0		0
STS Crude Foreign	0	0	58870	0	0	0	0	0	0	0	120235		179105
<b>Ship to Ship Exports</b>													
No of Ships	0	0	1	0	0	0	0	0	0	0	2		3
GT	0	0	42010	0	0	0	0	0	0	0	83235		125245
STS Crude C/Wise	0	0	0	0	0	0	0	0	0	0	0		0
STS Crude Foreign	0	0	58870	0	0	0	0	0	0	0	120235		179105
<b>Ship To Ship Joint Exp</b>													
No of Ships	0	0	0	0	0	0	0	0	0	0	0		0
GT	0	0	0	0	0	0	0	0	0	0	0		0
STS Crude C/Wise	0	0	0	0	0	0	0	0	0	0	0		0
STS Crude Foreign	0	0	0	0	0	0	0	0	0	0	0		0
Brent C/Wise	0	0	0	0	0	0	0	0	0	0	0		0
Brent Foreign	0	0	0	0	0	0	0	0	0	0	0		0
Schiehallion C/Wise	0	0	0	0	0	0	0	0	0	0	0		0
Schiehallion Foreign	0	0	0	0	0	0	0	0	0	0	0		0
<b>Propane Exports</b>													
No of Vessels	0	1	0	0	0	0	0	0	0	1	0		2
GT	0	11822	0	0	0	0	0	0	0	11822	0		23644
Propane C/Wise	0	0	0	0	0	0	0	0	0	0	0		0
Propane Foreign	0	8534	0	0	0	0	0	0	0	8542	0		17076
<b>Butane Exports</b>													
No of Vessels	0	0	0	1	0	0	0	0	0	0	0		1
GT	0	0	0	11822	0	0	0	0	0	0	0		11822
Butane C/Wise	0	0	0	0	0	0	0	0	0	0	0		0
Butane Foreign	0	0	0	8810	0	0	0	0	0	0	0		8810
<b>Joint Exports</b>													
No of Vessels	0	0	0	0	0	0	0	0	0	0	0		0
GT	0	0	0	0	0	0	0	0	0	0	0		0
Propane C/Wise	0	0	0	0	0	0	0	0	0	0	0		0
Propane Foreign	0	0	0	0	0	0	0	0	0	0	0		0
Butane C/Wise	0	0	0	0	0	0	0	0	0	0	0		0
Butane Foreign	0	0	0	0	0	0	0	0	0	0	0		0



## Ports &amp; Harbours Operations

**Abstract of Weather Caused Delays at 30 November 2009**

	Monthly Totals			Cumulative Totals		
	Days	Hours	Mins	Days	Hours	Mins
Berthing Suspension	04	45	00	30	10	30
Unberthing Suspension	00	00	00	00	00	00
Loading Suspension	00	00	00	00	13	06
Boatwork Suspension	02	15	12	03	11	12
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	07	09	24	33	10	42
Actual Delays Due to Weather	01	16	48	07	20	12



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

**APPENDIX F**

		APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH		TOTAL
<b>FISH LANDINGS - SCALLOWAY</b>															
Fish Landed Through Market (Boxes)		5121	5702	5319	4414	4982	5882	7351	8099	0	0	0	0		<b>46870</b>
Fish Not Put Through Market (Boxes)		440	400	522	0	0	0	0	0	0	0	0	0		<b>1362</b>
Mackerel Landings		0	0	20	113.25	321	177.75	0	0	0	0	0	0		<b>632</b>
<b>TOTAL NO OF BOXES - (Boxes)</b>		<b>5561</b>	<b>6102</b>	<b>5861</b>	<b>4527.25</b>	<b>5303</b>	<b>6059.75</b>	<b>7351</b>	<b>8099</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>48864</b>

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

<b>SCALLOWAY</b>															
<b>DUES PAID ON FISH LANDINGS</b>		<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>		
<b>(Rate = £0.025 per £1.00 Value)</b>		<b>00/01</b>	<b>00/02</b>	<b>00/03</b>	<b>00/04</b>	<b>00/05</b>	<b>00/06</b>	<b>00/07</b>	<b>00/08</b>	<b>00/09</b>	<b>00/10</b>	<b>00/11</b>	<b>00/12</b>		<b>TOTALS</b>
LHD Ltd		9882.36	4239.17	14611.17	5501.24	6613.40	9819.20	10211.05	12178.68	0	0	0	0		<b>73056.27</b>
Other (Consigned Fish)		0	0	686.40	723.14	756.38	0	1019.07	0	0	0	0	0		<b>3184.99</b>
Mackerel Landings		0	0	0	0	0	0	402.48	0	0	0	0	0		<b>402.48</b>
<b>TOTAL FOR LEDGER PERIOD</b>		<b>9882.36</b>	<b>4239.17</b>	<b>15297.57</b>	<b>6224.38</b>	<b>7369.78</b>	<b>9819.20</b>	<b>11632.60</b>	<b>12178.68</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>76643.74</b>

<b>CULLIVOE</b>															
<b>DUES PAID ON FISH LANDINGS</b>		<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>	<b>PERIOD</b>		
<b>(Rate = £0.025 per £1.00 Value)</b>		<b>00/01</b>	<b>00/02</b>	<b>00/03</b>	<b>00/04</b>	<b>00/05</b>	<b>00/06</b>	<b>00/07</b>	<b>00/08</b>	<b>00/09</b>	<b>00/10</b>	<b>00/11</b>	<b>00/12</b>		<b>TOTALS</b>
LHD Ltd		6603.37	8215.77	4350.63	5040.99	2751.14	4539.96	5623.26	2191.83	0	0	0	0		<b>39316.95</b>
Other (Consigned Fish)		0	0	0.00	0	0	946.05	1961.64	0	0	0	0	0		<b>2907.69</b>
<b>TOTAL FOR LEDGER PERIOD</b>		<b>6603.37</b>	<b>8215.77</b>	<b>4350.63</b>	<b>5040.99</b>	<b>2751.14</b>	<b>5486.01</b>	<b>7584.90</b>	<b>2191.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>42224.64</b>



**Scalloway Harbour  
Wharfage Charges 2009/2010**

**APPENDIX G**

<b>WHARFAGE - Imports</b>		<b>APRIL</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MARCH</b>		<b>TOTAL (tonnes)</b>
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
<b>TOTAL CARGO</b>		<b>732.000</b>	<b>110.000</b>	<b>30.000</b>	<b>1055.400</b>	<b>40.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>		<b>1967.400</b>

<b>WHARFAGE - Exports</b>		<b>APRIL</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MARCH</b>		<b>TOTAL (tonnes)</b>
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	89.950	0.000	0.000	0.000	0.000	0.000	0.000		404.630
Gas Oil Bunkers		182.728	209.536	955.411	0.000	271.007	77.907	0.000	0.000	0.000	0.000	0.000	0.000		1696.589
Fish Feed		77.000	66.000	133.000	189.000	230.000	755.841	93.000	16.000	0.000	0.000	0.000	0.000		1559.841
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
<b>TOTAL</b>		<b>366.028</b>	<b>375.356</b>	<b>1202.971</b>	<b>259.000</b>	<b>503.007</b>	<b>923.698</b>	<b>93.000</b>	<b>16.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>		<b>3739.060</b>





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

**Appendix I**

	<b>Annual Budget 2009/2010</b>	<b>Actual April to November 09</b>	<b>Variance (Adverse)/Favourable</b>
All Income	(50,340)	(97,760.81)	47,420.81
<b>Total Income</b>	<b><u>(50,340)</u></b>	<b><u>(97,760.81)</u></b>	<b><u>47,420.81</u></b>
Employee Costs	28,705	19,166.66	9,538.34
Agency Payments	-	-	-
Property And Fixed Plant	77,567	41,918.09	35,648.91
Supplies and Services	7,655	128,323.65	(120,668.65)
Transport and Mobile Plant	145,660	43,039.00	102,621.00
Administration	-	-	-
<b>Total Expenditure</b>	<b><u>259,587</u></b>	<b><u>232,447.40</u></b>	<b><u>27,139.60</u></b>
<b>Net Revenue Expenditure/(Income)</b>	<b><u>209,247</u></b>	<b><u>134,686.59</u></b>	<b><u>74,560.41</u></b>

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 Nov 2009**

Appendix H

	<b>Annual Budget 2009/2010</b>	<b>Actual April - November 09</b>	<b>Variance (Adverse)/Favourable</b>
Fish Landing Dues	(80,000)	(76,643.74)	(3,356.26)
Other Dues/Charges	(234,200)	(224,807.13)	(9,392.87)
<b>Total Income</b>	<b>(314,200)</b>	<b>(301,450.87)</b>	<b>(12,749.13)</b>
Employee Costs	137,699	100,262.50	37,436.50
Administration	23,225	5,951.93	17,273.07
Agency Payments	2,000	317.00	1,683.00
Property and Fixed Plant	109,449	71,615.32	37,833.68
Supplies & Services	12,300	31,861.49	(19,561.49)
Transport and Mobile Plant	39,994	18,097.58	21,896.42
<b>Total Expenditure</b>	<b>324,667</b>	<b>228,105.82</b>	<b>96,561.18</b>
<b>Net Revenue</b>			
<b>Expenditure/(Income)</b>	<b>10,467</b>	<b>(73,345.05)</b>	<b>83,812.05</b>

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"



## **REPORT**

**To: Harbour Board**

**20 January 2010**

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

**REVENUE MONITORING (April - December 2009)  
PORTS & HARBOURS OPERATIONS  
Report No: F-006-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. Risk Management**

This is an information report therefore there are no risks associated with the recommendations.

### **4. Background**

- 4.1 This report presents the overall Ports & Harbours revenue monitoring position as at the end of period 9 (December 2009) showing budgets both by service area and subjective category as Appendix A.
- 4.2 Appendix A indicates that Ports & Harbours Operations overall are £304k overspent as at period 9 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.
- 4.3 The main variance is due to the reduction in income to the Harbour in relation to lower tanker throughput (£1m), with offsetting underspends on operating costs across the Harbour, the largest of which are tug fuel and maintenance (£200k) and increased fish landing dues and storage charges at Blacksness & Cullivoe (£100k).

## **5. Financial Implications**

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

## **6. 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.

## **7. Conclusion**

The appendix to this report provides 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.

## **8. 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	751,965	660,559	91,406
Sullom Voe	-4,212,367	-3,258,495	-3,222,693	(35,802)
Scalloway	29,405	13,258	-92,031	105,289
Other Piers	214,475	156,856	156,394	462
Port Engineering Services	629,972	462,368	409,762	52,606
Transfer of Funds	2,526,279	0	0	0
<b>Sub-Total</b>	<b>177,037</b>	<b>-1,874,048</b>	<b>-2,088,009</b>	<b>213,961</b>
<b>Backpay provision</b>				<b>-518,325</b>
<b>Ports &amp; Harbours Total Variance</b>				<b>-304,364</b>

Jetties & Spur Booms excluded from above as fully funded by BP	-206,113	125,641	-926,049	1,051,690
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**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	3,499,029	2,999,769	499,260
Overtime	371,475	340,461	351,359	(10,898)
Other Employee Costs	2,041,499	1,515,507	1,440,370	75,137
<b>Employee Costs (sub total)</b>	<b>7,078,344</b>	<b>5,354,997</b>	<b>4,791,498</b>	<b>563,499</b>
Travel & Subsistence	184,020	129,707	95,606	34,101
Property Costs	1,076,118	701,435	648,260	53,175
Other Operating Costs	2,291,434	1,508,368	1,140,162	368,206
<b>Operating Costs (sub total)</b>	<b>3,551,572</b>	<b>2,339,510</b>	<b>1,884,028</b>	<b>455,482</b>
<b>Transfer Payments (sub total)</b>	<b>2,606,859</b>	<b>60,435</b>	<b>61,739</b>	<b>-1,304</b>
<b>Income (sub total)</b>	<b>-13,059,738</b>	<b>-9,628,990</b>	<b>-8,825,274</b>	<b>(803,716)</b>
<b>Ports &amp; Harbours Sub-Total</b>	<b>177,037</b>	<b>-1,874,048</b>	<b>-2,088,009</b>	<b>213,961</b>
<b>Backpay provision</b>				<b>-518,325</b>
<b>Ports &amp; Harbours Total Variance</b>				<b>-304,364</b>

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

Travel & Subsistence	0	0	857	(857)
Property Costs	48,332	36,252	16,890	19,362
Other Operating Costs	2,086,765	1,845,297	1,232,297	613,000
<b>Operating Costs (sub total)</b>	<b>2,135,097</b>	<b>1,881,549</b>	<b>1,250,044</b>	<b>631,505</b>
<b>Income (sub total)</b>	<b>-2,341,210</b>	<b>-1,755,908</b>	<b>-2,176,093</b>	<b>420,185</b>
	<b>-206,113</b>	<b>125,641</b>	<b>-926,049</b>	<b>1,051,690</b>