



# Shetland Islands Council

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## REPORT

To: Harbour Board

17 November 2010

From: Harbour Master / Head of Service

Report No: P&H-37-10-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. Risk Management

- 3.1. This report is for information only and there are no new identified risks associated with this report.

### 4. New Business

- 4.1. There have been no recent Ship-to-Ship transfers despite direct contact with agents and operators. However the port is following up on prospective inquiries and is awaiting a reply from the operators of the previous Russian Gas Condensate business.
- 4.2. The Harbour Master is in the process of setting up a meeting in Shetland with brokers, agents and buyers. The purpose of the meeting is to show case the facilities of Ports and Harbours Operations and attract new business.
- 4.3. The Harbour Master is following up contacts and leads following a recent meeting with Aberdeen City Council officials.
- 4.4. Work is also continuing to market Shetland ports in the potential for marine renewables. Part of this future marketing will be by attending "All Energy" events in Aberdeen on 18 and 19 May 2011.

- 4.5. Work has also been continuing on attracting in business related to the construction of the TOTAL Shetland Gas Plant.
- 4.6. A small income has now been secured by storing some of the archaeological artefacts found during the ongoing construction of the new TOTAL plant.
- 4.7. Officials from both Ports and Harbours and the Economic Development Unit, have continued to promote the use of the industrial estate.
- 4.8. There has been some traffic at Scalloway as a result of promoting the port to the oil industry.
- 4.9. The Harbour Master is looking into the possibility and justifications for a marketing person for Ports & Harbours.

## **5 Financial Implications**

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

## **6 Policy and Delegated Authority**

- 6.1 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.

## **7 Recommendations**

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

Our Ref: RM/VR RO-NB P&H-37-10-F

Date: 08 November 2010





## **REPORT**

**To: Harbour Board 17 November 2010**

**From: Harbour Master**

**Report No: P&H-39-10-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 Capital budget monitoring 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 Risk Management**

- 3.1 The contents of this report are for noting only. Each project has been assessed prior to commencement. There are therefore no new risks raised in this report.

### **4 Reserve Fund Programme Areas**

#### **4.1 Dock Symbister – RCM 2309**

- 4.1.1 As previously agreed, no further work will be done on the project until a decision is reached on the solution to the transport link to Whalsay and possible location of the new Whalsay ferry terminal.
- 4.1.2 Conservation Architects Groves – Raines of Edinburgh, are currently studying recent photographs of the dock, to determine whether the recent deterioration means that the whole area will have to be closed to Harbour Users. They are also considering options for "mothballing" the dock, to preserve the structure until repairs can be made. This option will more than likely include temporary supports to the outer walls of the dock, and possibly infilling the dock with a loose granular material that can be readily removed at a later date. The Engineering Manager – Ports will provide a verbal update at the meeting.

#### 4.2 Tug Replacement Programme - RCM 2313

- 4.2.1 At the time of composing the report the tug Bonxie is currently in dry dock to undergo modifications to the underwater fin in an attempt to cure the directional stability problems experienced on trials.
- 4.2.2 There appears to have been significant progress in relation to the build of the new tugs. The new schedule, at the time of producing this report, has owner's trials set for weeks commencing 15 and 22 November for each tug respectively. If all proves satisfactory the tugs could be ready for delivery to Shetland by the end of November.
- 4.2.3 The tug-building programme is a fixed price contract with stage payments at key dates. The final stage payment, just over £1 million per tug, is made when the Council accepts the tugs. The contract allows for deductions from the final stage payment due to late delivery.

#### 4.3 Walls – RCM 2316

- 4.3.1 The Planning Board granted full planning permission for the Walls Pier on 7<sup>th</sup> July 2010.
- 4.3.2 Funding for Walls Pier was approved by Members in the Capital programme for 2010/11. It is intended that a Contractor will be appointed in autumn 2010 to allow preliminary site works to be undertaken and materials to be ordered in preparation for piling work beginning in early 2011.
- 4.3.3 Agreement has been reached with the landowner concerned for acquisition of the necessary land.
- 4.3.4 Detailed design work is now complete and the tender document is being checked by Legal Services. Tender documents are expected to be issued to interested contractors during week commencing 15<sup>th</sup> November with a return date during week commencing 20<sup>th</sup> December 2010.
- 4.3.5 The interested contractors are currently being financially vetted by Finance services.
- 4.3.6 The Economic Development Unit recently submitted an application for a European Fisheries Fund (EFF) grant for the Walls Pier. This application has been refused.

#### 4.4 Water Main Scalloway RCM 2315

- 4.4.1 Following a tender process, the contract has been awarded to local contractor, Tulloch Developments Ltd.
- 4.4.2 A pre contract meeting is scheduled to take place on Wednesday 10 November, with works commencing on site on Monday 18 November.

- 4.4.3 During the pre Contract meeting, various topics will be discussed, including health and safety matters, traffic management and procedures to minimise disruption to Harbour users and tenants.

## **5 Harbour Account**

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

- 5.1.1 An order has been placed with a local supplier to replace the workshop forklift at Sella Ness with a telehandler type machine. Delivery of this machine is scheduled for mid January 2011. Once received, staff will receive training on the new type of machine.
- 5.1.2 Remaining funds have been set aside to replace vehicles, and an order will be placed to replace one of the workshop vehicles following a condition survey of the fleet.
- 5.1.3 The budget will be fully utilised this year.

### **5.2 Navigational Aids – PCM 2104**

- 5.2.1 Due to the availability of new LED light technology, which has the potential to replace the existing systems at Gluss, discussions between the Engineering Manager – Ports, Marine Officers and the Navigation Light suppliers continue. A survey of Gluss Island has been completed, and the results are encouraging. The Marine Officers are now considering the proposal from the Engineering Manager – Ports, to replace the existing Gluss leading lights with an LED system mounted at Ground level, thus removing the need to spend significant amounts of money refurbishing the existing towers. The Marine Officers will of course seek assurance that any change to the leading light system will offer the same degree of information that the current lights give them when bringing ships into the Harbour.
- 5.2.2 The budget for this year will now be utilised to continue upgrading existing navigation aids such as Lamba, where it is intended to install replacement LED sector and port entry lights. This will substantially reduce the power requirements, reducing maintenance and improving reliability
- 5.2.3 The installation of a lone worker monitoring system for VTS is ongoing. The system monitors movement within the VTS centre, and should no such movement be detected for a given period of time, an alarm is sounded. If the VTS operator does not respond to this alarm, a message is sent to a central monitoring centre, which then contacts the designated duty manager to investigate.

## **6 Revenue Projects**

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

- 6.1.1 Works on site commenced on Monday 19 April 2010.
- 6.1.2 The Contract remains on programme and within agreed budgets.
- 6.1.3 Malakoff Limited currently hold the Jetty Maintenance Contract, and have now completed year two of the three year Contract.
- 6.1.4 At the last meeting of the Harbour Board, more detail was requested on maintenance carried out under this Contract this year. A detailed summary of works carried out has been produced, and this is contained in Appendix B.

## **7 Other Business**

### **7.1 Scalloway Dredging – RCM 2208**

- 7.1.1 This project will be retendered following the decision of the Ports and Harbours Committee on 25<sup>th</sup> August 2010 (Min Ref 37/10).
- 7.1.2 The project has been re-advertised for interested contractors with the aim of starting work on site in the spring of 2011. The interested contractors are currently being financially vetted by Finance and tender documents will be issued as soon as this process has been completed.
- 7.1.3 It is expected that tender documents will be issued during week commencing 8<sup>th</sup> November with a tender return during week commencing 13<sup>th</sup> December 2010.
- 7.1.4 Subject to an acceptable tender being submitted it is expected that work will start on site in April 2011. This will enable the work to be completed during the summer weather window which will minimise the risk of weather related delays and associated additional costs.
- 7.1.5 At the Council meeting on the 27<sup>th</sup> October 2010 Members agreed to increase the grant to the North Atlantic Fisheries College to upgrade their seawater intake and filtration system to a maximum of £193.8k. This will be funded from the Scalloway dredging budget but will only proceed if the tenders for the dredging and other associated costs are within budget.
- 7.1.6 All required consents for the project are in place and discussions with the Crown Estate regarding their seabed interests are at an advanced stage.



## 7.2 Fetlar Breakwater GCY7214

- 7.2.1 Planning consent for the project was granted by the Planning Board on 6<sup>th</sup> October 2010.
- 7.2.2 Consents under the Food and Environment Protection Act and the Coast Protection Act have now been granted by the consenting Authorities and an otter disturbance licence has been obtained.
- 7.2.3 Tender documents were issued to contractors on 14<sup>th</sup> September 2010 with a return date of 21<sup>st</sup> October 2010. A total of four tenders were returned by the closing date. The lowest tender was submitted by Frank L Johnston (Shetland) Ltd and the contract has been awarded to them. The lowest tender is within budget. It is expected that work will begin on site before the end of November 2010 following satisfying the prestart conditions imposed by the consenting authorities.
- 7.2.4 Agreement has been reached with the landowner for immediate access to the land.
- 7.2.5 At its meeting of 28 October 2009, the Council approved their contribution to the funding of this project (Min. Ref. 142/09). A fresh application for European Regional Development Fund (ERDF) contribution was made and a sum of £300k has been approved.
- 7.2.6 Currently the project lies within 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.

## 7.3 Ports & Harbours Projects

Project	2010/11	2011/12	2012/13	2013/14	2014/15	Total
Tug Replacement	3,342,345					3,342,345
<b>Tug Replacement</b>	<b>3,342,345</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,342,345</b>
Water Main, Scalloway	287,824					287,824
Fish Market Roof, Scalloway			150,000			150,000
Old Breakwater, Symbister			150,000			150,000
Skerries Pier				100,000		100,000
<b>Essential Maintenance</b>	<b>287,824</b>	<b>0</b>	<b>300,000</b>	<b>100,000</b>	<b>0</b>	<b>687,824</b>
Dredging Consents	225,000	2,773,185				2,998,185
Walls Pier	410,000	2,920,946	100,000			3,430,946
<b>Service Improvements</b>	<b>635,000</b>	<b>5,694,131</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>6,429,131</b>
Plant Vehicles & Equipment	143,402	70,000	70,000	70,000	70,000	423,402
Navigational Aids	122,891	70,000	70,000	70,000	70,000	402,891
Tug Jetty CP System		200,000				200,000
<b>Maintenance</b>	<b>266,293</b>	<b>340,000</b>	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>	<b>1,026,293</b>
						0
<b>Overall Total</b>	<b>4,531,462</b>	<b>6,034,131</b>	<b>540,000</b>	<b>240,000</b>	<b>140,000</b>	<b>11,485,593</b>

#### 7.4 Projects Requiring Consideration

- Peerie Dock, Symbister
- Administration Building, Sella Ness - Refurbishment of fire doors, lighting, suspended ceilings and flooring
- West Pier, Scalloway - Currently scheduled as a project for future years outwith desirable prioritisation.
- Sella Ness Pier - Currently scheduled as a project for future years within desirable prioritisation.

### **8 Revenue – Significant Maintenance in Other Areas**

- 8.1 The outer face and end of Baltasound Pier has been completely re-fendered.
- 8.2 A section of timber fender panel has been replaced on the outside of the old breakwater in Symbister Harbour
- 8.3 Works are due to commence at Mid Yell Pier, to address various deficiencies in the fendering.

### **9 Financial Implications**

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

### **10 Policy and Delegated Authority**

- 10.1 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.

### **11 Recommendations**

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

# PORTS & HARBOURS - CAPITAL PROGRAMME

## Appendix A

Funding Source	Code	Project	2010/11 Original Budget £	2010/11 Revised Budget £	Actual to 8th November 2010 £	Variance (Revised Budget Less Actual) £
Harbour Account	PCM2101	Plant, Vehicles & Equipment Equipment Vehicle Purchase Plant Purchase	70,000	143,402 0 0	4,232 39,460 37,655	139,171 (39,460) (37,655)
		<b>Project Total</b>	<b>70,000</b>	<b>143,402</b>	<b>81,347</b>	<b>62,056</b>

Funding Source	Code	Project	2010/11 Original Budget £	2010/11 Revised Budget £	Actual to 8th November 2010 £	Variance (Revised Budget Less Actual) £
Harbour Account	PCM2104	Navigational Aids, Sullom Voe Works Contract Equipment Other Repair and Maintenance	70,000	35,000 87,891 0	0 73,293 21,600	35,000 14,598 (21,600)
		<b>Project Total</b>	<b>70,000</b>	<b>122,891</b>	<b>94,893</b>	<b>27,998</b>

Funding Source	Code	Project	2010/11 Original Budget £	2010/11 Revised Budget £	Actual to 8th November 2010 £	Variance (Revised Budget Less Actual) £
Reserve Fund	RCM2208	Scalloway Dredging Consent Works Contract Advertising Recharges	3,000,000	201,454 0 23,546	0 2,101 0	201,454 (2,101) 23,546
		<b>Project Total</b>	<b>3,000,000</b>	<b>225,000</b>	<b>2,101</b>	<b>222,899</b>

Funding Source	Code	Project	2010/11 Original Budget £	2010/11 Revised Budget £	Actual to 8th November 2010 £	Variance (Revised Budget Less Actual) £
Reserve Fund	RCM2313	Tugs for Sellaness Works Contract Hire/Rent of Property Equipment Purchase Miscellaneous Travel Costs External Consultants Car Allowance All Training Costs Subsistence Recharges	361,500	3,276,425 0 0 0 0 0 0 0 0 65,920	169 11,252 26 142 34,787 47,797 310 12,427 7,902 0	3,276,256 (11,252) (26) (142) (34,787) (47,797) (310) (12,427) (7,902) 65,920
		<b>Project Total</b>	<b>361,500</b>	<b>3,342,345</b>	<b>114,811</b>	<b>3,227,534</b>

Funding Source	Code	Project	2010/11 Original Budget £	2010/11 Revised Budget £	Actual to 8th November 2010 £	Variance (Revised Budget Less Actual) £
Reserve Fund	RCM2314	Uyeasound Harbour Works Contract		0	(14,419)	14,419
		<b>Project Total</b>	<b>0</b>	<b>0</b>	<b>(14,419)</b>	<b>14,419</b>

Funding Source	Code	Project	2010/11 Original Budget £	2010/11 Revised Budget £	Actual to 8th November 2010 £	Variance (Revised Budget Less Actual) £
Reserve Fund	RCM2315	Scalloway Water Main Works Contract External Consultants	250,000	250,824 37,000	0 3,121	250,824 33,879
		<b>Project Total</b>	<b>250,000</b>	<b>287,824</b>	<b>3,121</b>	<b>284,703</b>

Funding Source	Code	Project	2010/11 Original Budget £	2010/11 Revised Budget £	Actual to 8th November 2010 £	Variance (Revised Budget Less Actual) £
Reserve Fund	RCM2316	Walls Pier	1,400,000			
		Land/Buildings Purchases			280	(280)
		Works Contract		374,435	0	374,435
		Legal Fees		0	90	(90)
		Advertising		0	239	(239)
		Recharges		35,565	0	35,565
		<b>Project Total</b>	<b>1,400,000</b>	<b>410,000</b>	<b>609</b>	<b>409,391</b>

Funding Source	Code	Project	2010/11 Original Budget £	2010/11 Revised Budget £	Actual to 8th November 2010 £	Variance (Revised Budget Less Actual) £
Harbour Account	PCM2101	Plant, Vehicles & Equipment	70,000	143,402	81,347	62,056
Harbour Account	PCM2104	Navigational Aids, Sullom Voe	70,000	122,891	94,893	27,998
Reserve Fund	RCM2208	Scalloway Dredging Consent	3,000,000	225,000	2,101	222,899
Debt Charges on Harbour Account	RCM2313	Tugs for Sellaness	361,500	3,342,345	114,811	3,227,534
Reserve Fund	RCM2314	Uyeasound Harbour	0	0	-14,419	14,419
Reserve Fund	RCM2315	Scalloway Water Main	250,000	287,824	3,121	284,703
Reserve Fund	RCM2316	Walls Pier	1,400,000	410,000	609	409,391
<b>SUMMARY</b>		<b>Projects Total</b>	<b>5,151,500</b>	<b>4,531,462</b>	<b>282,463</b>	<b>4,248,999</b>

## **Appendix B**

### **PORT OF SULLOM VOE – JETTY MAINTENANCE CONTRACT**

#### **PROGRESS DURING 2010 SUMMER WORK PERIOD**

## **1 Introduction**

### **1.1 General**

1.1.1 The twenty-week Maintenance Contract commencing 20<sup>th</sup> April 2010 ended on 7<sup>th</sup> September 2010. A three week Extension of Time was granted to the Contractor, which extended the Contract to 28<sup>th</sup> September 2010.

1.1.2 A Certificate of Substantial Completion was issued to the Contractor on 15<sup>th</sup> October 2010 with a list of work to be carried out during the Defects Correction Period commencing 28<sup>th</sup> September 2010.

### **1.2 Painting of Steelwork**

1.2.1 Painting of superstructure steelwork from the Under Bridge Unit continued throughout the summer work period, with a view to completing Jetty 4 tie beams started in 2009. Work was also carried out on Jetty 3 tie beams with the Under Bridge Unit moving between the two jetties to accommodate shipping movements. Progress was compromised by poor weather conditions during the period. It was intended to take advantage of Jetty 3 being closed to shipping for a period, but it was not possible to take full advantage of this due to other activities on the jetty.

1.2.2 Painting of the suspended walkways at Jetties 1 and 3 from the cradle continued. Delays were incurred however due to poor weather conditions during the period. Delays were also incurred when vessels berthing necessitated movement of the cradle from one jetty to the other.

In general completion of Jetty 3 walkways outstanding from the previous year took priority over Jetty 1 walkways, which were treated when Jetty 3 walkways were unavailable owing to ships berthed at Jetty 3.

### **1.3 Scaffolding**

Several items of work included in the scope of works for the 2010 Maintenance Contract depended on scaffolding being made available by the Terminal specialist Contractor, BIS.

In late spring of 2010 the Terminal changed their scaffolding Contractor from Cape to BIS. This exacerbated the existing delay in obtaining scaffolding.

The two most urgent areas of cable tray replacement requiring scaffolding were included in the Terminal's Plan. At the end of the Maintenance Contract

scaffolding was made available for one of these areas, at Jetty 4, and work on the cable trays in this area will be carried out during the Defects Correction Period. The second area, at Jetty 1, requiring a much larger quantity of scaffolding, is still outstanding from 2008, and will carry over into next year's scope of work.

#### **1.4 Cathodic Protection**

Cathodic protection work involving replacement of defective reference cells and anodes, and continuity bonding, in accordance with R&R Corrosion's September 2009 report, was included in the 2010 summer scope of work. Twelve reference cells have now been located and fixing these is continuing into the Defects Correction Period.

### **2 Summary of Progress**

#### **2.1 Painting of Steelwork**

##### **2.1.1 Jetty 1**

###### **(a) Approach Superstructure Steelwork**

2 No bays of 457mm dia tie beams carried over from last year were painted from the Under Bridge Unit.

Painting of capping beams CB1 and CB13 were included in this year's scope of works but would have required scaffolding, and has been deferred. PFP continued to pursue scaffolding for the more urgent cable tray work on Jetties 1 and 4.

###### **(b) Suspended Walkways**

4 No spans were painted.

##### **2.1.2 Jetty 2**

###### **(a) Piles**

Painting of a limited number of Jetty 2 piles was included in the scope of works for 2010, to be commenced on completion of Jetty 3 walkways. Owing to slow progress due to inclement weather on the walkways, the painting of piles was not carried out. This work will be included in next years scope of work for painting.

###### **(b) Suspended Walkways**

1 No span painted (outstanding from 2009 work)

##### **2.1.3 Jetty 3**

###### **(a) Approach Superstructure Steelwork**

4 No capping beams painted (remedial work on one side of jetty approach)

4 No 508mm dia tie beams painted  
4 No 457mm dia tie beams painted

(b) Suspended Walkways

2 No spans painted (progress less than would have been anticipated due to reasons discussed in 1.2.2 above).

2.1.4 Jetty 4

(a) Approach Superstructure Steelwork

6 No 610mm dia tie beams painted  
6 No 457mm dia tie beams painted

Painting of Jetty 4 approach superstructure steelwork is complete.

2.2 **Cable Trays**

2.2.1 Jetty 1

Replacement of the low level cable trays on the south side of Jetty 1 approach was included in this year's scope of works but did not proceed owing to scaffolding being unavailable.

The replacement of the remaining high-level trays on the north side of the jetty approach, which can be accessed without scaffolding, has been brought forward, and will be carried out during the Defects Correction Period.

2.2.1 Jetty 4

Replacement of cable trays at the jetty approach/jetty head junction was included in this year's scope of works. This only became available on 11<sup>th</sup> October after the end of the summer work period. The cable tray replacement is therefore continuing into the Defects Correction Period.

2.3 **Cathodic Protection**

1 No copper 'test' reference cell was installed at Jetty 2 Berthing Dolphin 3 (with redesigned support system).

1 No plastic 'test' reference cell was installed at Jetty 3 Berthing Dolphin 3.

The accumulation of marine growth on both 'test' reference cells will be monitored periodically. New reference cells and mounting bands will be included in next year's scope of work.

2.4 **Miscellaneous**

(a) Measured Work

Installation of plywood number boards to dolphins (5 No)

Replacement of walkways open grid flooring panels will be carried out during the Defects Correction Period.

(b) Additional Work

Installation of drip trays to access towers (4 No)

Installation of cable protection barrier to Jetty 3

Cleaning and painting of expansion joint plates at approach/jetty head junctions (4 No)

## **2.5 Dolphins Concrete Condition Survey**

Concrete cover readings and half-cell testing was carried out on 10 No dolphins on a 1m x 1m grid on the top surface, underside and the four vertical faces of each dolphin.

Some high risk areas were found on the undersides of the dolphins in particular. A full report presenting the concrete cover and half-cell results in graphical format is being prepared by PFP and will be submitted in due course.

In addition concrete 'dust' samples were taken for laboratory analysis for chloride ion penetration. The samples were taken at 7 No locations on the underside, and at 2 No locations on a side of each of the 10 No dolphins. Samples were taken at 25mm depth increments to a maximum of 150mm deep. The testing laboratory has provided the results and high chloride levels have been detected. PFP will be reporting on the findings with recommendations for remedial works in due course.

At each sample location a test was carried out at each sample location for carbonation. In each case without exception the test indicated no carbonation.

Hammer tests on the concrete surface were also carried out in parallel with the taking of samples. A distinctive hollow sound was found to coincide with poor areas of concrete as indicated by the half-cell tests.

It is proposed that a survey of 10 No dolphins be carried out each year on a rolling basis until all dolphins are surveyed. The concrete at the jetty heads will also be investigated in the future.

When the results from this year's testing are fully evaluated recommendations for remedial works will be made for next year's summer work period.

### **Half Cell Testing**

Half-cell testing estimates the electrical half-cell potential of reinforcing steel in concrete structures for the purpose of determining the potential for corrosion activity in the reinforcement bars. When corrosion occurs, the ferric oxide protective layer surrounding concrete breaks down, allowing an electro-chemical reaction to occur between the steel and the concrete. This reaction is accelerated by water, oxygen and contaminants such as salt and also by expansive cracks caused by corrosion. The half-cell potential test measures the



degree of corrosion between the embedded steel and its surrounding concrete. The publications on half-cell testing state that where half-cell potential levels are less than  $-200\text{mV}$  there is a 5% chance of steel being corrosively active,  $-200\text{mV}$  to  $-350\text{mV}$  a 50% chance and  $-350\text{mV}$  to  $-500\text{mV}$  there is a high risk of corrosion of reinforcement occurring.

### **Carbonation of Concrete**

Carbonation is the progressive neutralisation of the alkali in the concrete cover by acidic gases from external sources, mainly carbon dioxide from the atmosphere. This reacts with the alkaline calcium carbonate present in the cement matrix. In sound alkaline concrete, a protective layer, or passive film, forms on the reinforcement, protecting it from corrosion. Once this protective layer is lost, the reinforcement may start to corrode and the concrete will subsequently spall. Testing for carbonation is undertaken using a phenolphthalein solution to a freshly fractured or cut surface of the concrete. Non-carbonated areas turn red or purple while carbonated areas remain colourless.

### **Chlorides**

Chloride penetration is a common factor in the corrosion of marine structures. The presence of oxygen and sufficient quantities of free chloride ions in the pore water of concrete can produce reinforcement corrosion, even in highly alkaline conditions. This follows from the electrochemical nature of the corrosion process. Chlorides from the pore electrolyte of concrete can cause localised breakdowns at weaknesses in the protective oxide film. Hydroxyl ions counter this process by repairing the damaged film, but at a critical chloride-to-hydroxyl ratio, the breakdown of the film is irreversible and pitting corrosion occurs.





## **REPORT**

**To: Harbour Board**

**From: Head of Service**

**Report No: P&H-35-10-F**

**Subject: Port Operations Report**

**17 November 2010**

### **1 Introduction**

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

### **2 Risk Management**

- 2.1 This report is for information only and there are no new identified risks associated with this report.

### **3 Pilotage**

#### **3.1 Sullom Voe**

- 3.1.1 Since the issue of the last Port Operations Report, pilotage operations have been routine with no major incidents.

#### **3.2 Scalloway**

- 3.2.1 During October there were 9 acts of Pilotage.
- 3.2.2 There are ten authorised pilots for Scalloway. These are the ten pilots who are also authorised for Sullom Voe.
- 3.2.3 Details of ship visits to Scalloway are shown in Appendix A.

#### **3.3 Small Piers and Harbours**

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

### **4 Staffing – Port Operations**

- 4.1 Appendix C gives the staffing position as at 31 October 2010 showing a total of 132 staff.

## **5 Port Operations**

### **5.1 Sullom Voe**

- 5.1.1 Appendix D shows the exports and imports at the Port of Sullom Voe.
- 5.1.2 Appendix E is an abstract of weather delays for October and the cumulative totals for 2010.
- 5.1.3 Appendix J shows the Summary Net Controllable Expenditure for period (April to September 2010).

### **5.2 Scalloway**

- 5.2.1 Appendix F shows the fish landing statistics for Scalloway.
- 5.2.2 Appendix G shows the cargo statistics for Scalloway.
- 5.2.3 Appendix H shows the summary management accounts for Scalloway.

### **5.3 Small Piers and Harbours**

- 5.3.1 Appendix I shows the summary management accounts for other small piers and harbours.
- 5.3.2 Appendix K shows the income / expenditure from 1 April 2010 to 30 September 2010.

## **6 Shipping Standards**

The following incidents have occurred since the last report.

### **6.1 Ship Incidents**

- 6.1.1 There have been no reported incidents during this period.

### **6.2 Pollution Incidents**

- 6.2.1 There were no reported incidents during this period.

## **7 Small Pier Operational Site visits**

- 7.1 Operational visits and safety inspections are regularly carried out at all the small piers and harbours under the remit of Ports & Harbours Operations. Appendix L lists the most recent visits but does not include maintenance visits.

## **8 Policy and Delegated Authority**

- 8.1 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 Service Head 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

## **9 Financial Implications**

9.1 There are no financial implications arising from this report.

## **10 Recommendation**

10.1 This report is for noting.



**SCALLOWAY 2010**  
Number of Vessels and GT Totals

**APPENDIX A**

<b>NO OF VISITS</b>															
	UK	FOREIGN	STANDBY/	COMMERCIAL	UK	FOREIGN	CRUISE	SALMON	UK	FOREIGN	SIC	LIFE	L/HOUSE		
	COMM	COMM	OIL RELATED	(DISC RATE)	FISHING	FISHING	SHIPS	CAGES	YACHT	YACHT	VESSEL	BOAT	TUG& MISC	TOTAL	
	VISITS	VISITS	VISITS	VISITS	VISITS	VISITS	VISITS	VISITS	VISITS	VISITS	VISITS	VISITS	VISITS	VISITS	VISITS
JANUARY	1	0	2	0	11	0	0	10	0	0	0	0	0	0	24
FEBRUARY	1	17	1	1	2	0	0	22	0	0	0	0	0	0	44
MARCH	1	7	1	0	4	0	0	18	0	0	0	0	0	0	31
APRIL	2	5	5	0	3	0	0	18	0	1	0	0	3		37
MAY	0	0	4	1	5	0	0	0	0	1	0	0	0		11
JUNE	2	1	8	0	4	0	0	0	0	2	0	0	1		18
JULY	8	0	10	1	3	0	0	0	1	1	0	0	2		26
AUGUST	11	0	9	0	4	0	0	0	1	0	0	0	3		28
SEPTEMBER															0
OCTOBER															0
NOVEMBER															0
DECEMBER															0
Total no of Visits	26	30	40	3	36	0	0	68	2	5	0	0	9		219
<b>GT</b>															
	UK	FOREIGN	STANDBY/	COMMERCIAL	UK	FOREIGN	CRUISE	UK	FOREIGN						
	COMM	COMM	OIL RELATED	(DISC RATE)	FISHING	FISHING	SHIPS	YACHT	YACHT		TOTAL				
	GT	GT	GT	GT	GT	GT	GT	GT	GT		GT				
JANUARY	2181	0	1805	0	2486	0	0	0	0		6472				
FEBRUARY	42	5674	1125	2064	453	0	0	0	0		9358				
MARCH	70	8446	1125	0	1150	0	0	0	0		10791				
APRIL	325	5803	20731	0	508	0	0	0	10		27377				
MAY	0	0	10105	2064	554	0	0	0	10		12733				
JUNE	90	1662	26862	0	360	0	0	0	494		29468				
JULY	696	0	35135	2064	762	0	0	10	10		38677				
AUGUST	2050	0	14925	0	632	0	0	10	0		17617				
SEPTEMBER	311	6520	10599	4859	349	259	0	0	0		22897				
OCTOBER															
NOVEMBER															
DECEMBER															
Total GT	5765	28105	122412	11051	7254	259	0	20	524		175390				





Small Piers/Harbours - Income Received  
April 2010 to September 2010

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	(8,735.86)
Equipment and Plant Hire	0	0	0	0	0	0	0	0	0	0	0	0	(2,921.74)
SalmonTender Dues	0	0	0	0	0	0	0	0	0	0	0	0	0
Comp Annual Dues	(310.46)	(855.54)	(986.25)	0	(577.17)	(590.73)	(387.03)	(6,270.12)	(957.39)	(1,118.67)	0	(556.42)	(17,427.66)
Fish Landing Dues	0	0	(29,662.77)	0	(18.04)	(99.22)	0	(254.79)	0	0	0	0	(56,676.83)
Salmon Landing Dues	(559.05)	0	(17,569.97)	0	0	(1,798.13)	0	0	0	0	0	0	(40,698.75)
Hire of Net Bins	0	0	0	0	0	0	0	(77.18)	0	0	0	0	(856.42)
Storage Charges	(163.59)	0	0	0	0	(111.84)	0	0	0	0	(21.84)	(50.82)	(22,723.42)
Net Storage on Pier	0	0	0	0	0	0	0	0	0	0	0	0	0
Wharfage Charges	0	(13.70)	(2,201.36)	0	(6.97)	0	0	(112.18)	(66.58)	0	(30.10)	(43.70)	(11,801.67)
Staff Time Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	(3,302.59)
Pleasure/Fishing Boat Dues	(288.33)	(14.34)	(695.60)	0	0	0	0	0	0	0	0	0	(2,606.20)
Ship Commercial Dues	(1,054.36)	(1,388.47)	(2,230.41)	0	0	(180.60)	0	(456.31)	(192.64)	(126.00)	0	0	(82,980.81)
Yacht Period Dues	0	0	0	0	0	0	0	(14.33)	0	0	0	(21.54)	0
Salmon Cages Dues	0	0	0	0	0	0	0	0	0	0	0	0	(942.33)
Cruise Ships	(4,628.70)	0	0	0	0	0	0	0	0	0	0	0	0
Dues on Shellfish Landings	(277.59)	0	0	0	(345.93)	(277.59)	0	(230.62)	(135.00)	0	131.80	(63.21)	(744.48)
Metered Electricity	0	0	(186.41)	0	0	0	0	0	0	0	0	0	(5,385.97)
<b>Income Harbour Activities</b>	<b>(7,282.08)</b>	<b>(2,272.05)</b>	<b>(53,532.77)</b>	<b>0</b>	<b>(948.11)</b>	<b>(3,058.11)</b>	<b>(387.03)</b>	<b>(7,415.53)</b>	<b>(1,351.61)</b>	<b>(1,244.67)</b>	<b>80</b>	<b>(735.69)</b>	<b>(257,804.73)</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	0	0	0	0	0	0	0	0	0	0	(16,195.00)
Miscellaneous Income	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Income - Other</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(16,195.00)</b>
<b>TOTAL INCOME</b>	<b>(7,282.08)</b>	<b>(2,272.05)</b>	<b>(53,532.77)</b>	<b>0</b>	<b>(948.11)</b>	<b>(3,058.11)</b>	<b>(387.03)</b>	<b>(7,415.53)</b>	<b>(1,351.61)</b>	<b>(1,244.67)</b>	<b>79.86</b>	<b>(735.69)</b>	<b>(273,999.73)</b>



**Harbour Board****Appendix C****Staffing Position – 31 October 2010**

<b><u>Post</u></b>	<b><u>Establis</u></b>	<b><u>Actual</u></b>	<b><u>Comments</u></b>
Harbour Master	1	1	
Marine Officer/Pilots	10	10	
VTS Operators	5	5	(3 are trainees)
Operations Manager – Ports	1	1	
Port Safety Officers	2	2	
Launch Crew Skippers	9	9	
Launch Crew Deckhands	13	10	
Tug – Masters	13	13	
Tug - Chief Engineers	12	12	
Tug - 2 <sup>nd</sup> Engineers	8	7	
Tug - Mates	12	12	5 Temp contracts
Tug – Mate	1	1	(TUPE)
Tug - GPRs'	5	6	5 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	3	
Clerical Assistant	3	2	1 Temp
Cook	1	1	2 persons equating to 1 FTE

Engineering Manager – Marine	1	1
Engineering Manager – Ports	1	1
Maintenance Planning Engineer	1	0
Senior Marine Electronics Engineer	1	1
Marine Electronics Engineer	1	1
Engineering Supervisor	1	1
Engineering Chargehand	1	1
Electrical Engineer	3	2
Marine Engineer	2	2
Welder/Fabricator	2	2
Maintenance Engineer	1	1
Engineering Assistant	4	2
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	0
	<hr/>	
Total	144	132

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
<b>Brent Exports</b>													
No of Vessels	6	7	7	9	8	6	8	6	6				63
GT	347180	408190	495499	556840	492988	344165	462834	363487	353569				3824752
Cargo C/Wise	0	0	0	0	0	0	0	0	0				0
Cargo Foreign	480492	578264	738874	767554	689704	477175	652299	489319	486915				5360596
<b>Schiehallion Exports</b>													
No of Vessels	0	0	2	2	2	1	1	1	1				10
GT	0	0	120484	120991	114185	56115	63462	85037	58099				618373
Cargo C/Wise	0	0	0	0	0	0	0	0	0				0
Cargo Foreign	0	0	174624	189485	179392	82660	109021	55171	85305				875658
<b>Joint Exports</b>													
No of Vessels	0	0	0	0	0	0	0	1	0				1
GT	0	0	0	0	0	0	0	62877	0				62877
Brent C/Wise	0	0	0	0	0	0	0	0	0				0
Brent Foreign	0	0	0	0	0	0	0	52965	0				52965
Schiehallion C/Wise	0	0	0	0	0	0	0	0	0				0
Schiehallion Foreign	0	0	0	0	0	0	0	28407	0				28407
<b>Schiehallion Imports</b>													
No of Ships	0	3	3	3	4	1	0	0	3				17
GT	0	216735	216735	216735	295542	72245	0	0	216735				1234727
Schiehallion C/Wise	0	89899	176410	223326	256218	18542	0	0	88859				853254
<b>Clair Exports</b>													
No of Ships	2	2	3	2	2	2	0	2	3				18
GT	114294	119620	181958	116198	115834	121391	0	144756	186145				1100196
Cargo Coastwise	0	0	0	0	0	0	0	0	0				0
Cargo Foreign	181097	181424	264146	177715	176591	181570	0	173354	179986				1515883
<b>Ship to Ship Imports</b>													
No of Ships	1	0	0	1	1	0	0	0	0				3
GT	42661	0	0	42661	42661	0	0	0	0				127983
STS Crude C/Wise	0	0	0	0	0	0	0	0	0				0
STS Crude Foreign	59093	0	0	59801	59206	0	0	0	0				178100
<b>Ship to Ship Exports</b>													
No of Ships	1	0	0	1	1	0	0	0	0				3
GT	42010	0	0	42010	42010	0	0	0	0				126030
STS Crude C/Wise	0	0	0	0	0	0	0	0	0				0
STS Crude Foreign	59093	0	0	59801	59206	0	0	0	0				178100
<b>Ship To Ship Joint Exp</b>													
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
<b>Propane Exports</b>													
No of Vessels	0	0	0	0	1	0	0	0	0				1
GT	0	0	0	0	13893	0	0	0	0				13893
Propane C/Wise	0	0	0	0	0	0	0	0	0				0
Propane Foreign	0	0	0	0	8885	0	0	0	0				8885
<b>Butane Exports</b>													
No of Vessels	0	0	0	0	0	0	0	0	0				0
GT	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
<b>Joint Exports</b>													
No of Vessels	1	0	0	0	0	1	0	0	0				2
GT	17980	0	0	0	0	35158	0	0	0				53138
Propane C/Wise	0	0	0	0	0	0	0	0	0				0
Propane Foreign	8010	0	0	0	0	8516	0	0	0				16526
Butane C/Wise	0	0	0	0	0	0	0	0	0				0
Butane Foreign	3159	0	0	0	0	15027	0	0	0				18186



Ports & Harbours Operations

Abstract of Weather Caused Delays at 31 October 2010

	Monthly Totals			Cumulative Totals		
	Days	Hours	Mins	Days	Hours	Mins
Berthing Suspension	04	15	18	23	08	18
Unberthing Suspension	00	00	00	00	00	00
Loading Suspension	00	00	00	00	00	00
Boatwork Suspension	02	12	18	07	15	18
Pilotage Suspension	00	00	00	00	00	00
Helicopter Usage	00	00	00	00	00	00
Tug/Pilot Standby	00	00	00	00	00	00
Total Disruption - all Causes	06	21	06	28	15	24
Actual Delays Due to Weather	02	20	54	08	01	42





**Fish Landing Statistics - Scalloway  
2010/2011**

**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)		4162	3790	3276	2461	4151	5299	0	0	0	0	0	0		23139
Fish Not Put Through Market (Boxes)		0	0	0	0	0	0	0	0	0	0	0	0		0
Mackerel Landings		0	0	0	0	0	0	0	0	0	0	0	0		0
<b>TOTAL NO OF BOXES - (Boxes)</b>		<b>4162</b>	<b>3790</b>	<b>3276</b>	<b>2461</b>	<b>4151</b>	<b>5299</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>23139</b>

		APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH		TOTAL
<b>FISH LANDINGS - CULLIVOE</b>															
Fish Landed Through Market (Boxes)		1610	1517	2797	462	1385	0	0	0	0	0	0	0		7771
Fish Not Put Through Market (Boxes)		0	0	0	0	0	0	0	0	0	0	0	0		0
Mackerel Landings		0	0	0	0	0	0	0	0	0	0	0	0		0
<b>TOTAL NO OF BOXES - (Boxes)</b>		<b>1610</b>	<b>1517</b>	<b>2797</b>	<b>462</b>	<b>1385</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>7771</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		11611.66	10468.63	10251.98	5740.8	6372.21	11099.86	0	0	0	0	0	0		55545.14
Other (Consigned Fish)		554.75	0	0	576.94	0	0	0	0	0	0	0	0		1131.69
Mackerel Landings		0	0	0	0	0	0	0	0	0	0	0	0		0.00
<b>TOTAL FOR LEDGER PERIOD</b>		<b>12166.41</b>	<b>10468.63</b>	<b>10251.98</b>	<b>6317.74</b>	<b>6372.21</b>	<b>11099.86</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>56676.83</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		5332.96	5744.57	6278.45	3524.92	4071.54	4066.09	0	0	0	0	0	0		29018.53
Other (Consigned Fish)		0	0	0	644.24	0	0	0	0	0	0	0	0		644.24
<b>TOTAL FOR LEDGER PERIOD</b>		<b>5332.96</b>	<b>5744.57</b>	<b>6278.45</b>	<b>4169.16</b>	<b>4071.54</b>	<b>4066.09</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>29662.77</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)		1481.544	0.000	171.633	164.000	0.000	3980.622	0.000	0.000	0.000	0.000	0.000	0.000		5797.799
Salmon Nets - Tonnes (In)		0.000	10.000	35.000	10.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		55.000
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>1481.544</b>	<b>10.000</b>	<b>206.633</b>	<b>174.000</b>	<b>0.000</b>	<b>3980.622</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>5852.799</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	160.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		160.000
Ice Loaded		141.000	123.650	77.150	0.000	0.000	398.500	0.000	0.000	0.000	0.000	0.000	0.000		740.300
Gas Oil Bunkers		657.737	126.785	2322.042	625.260	430.665	2132.351	0.000	0.000	0.000	0.000	0.000	0.000		6294.840
Fish Feed		24.000	0.000	659.000	861.000	420.000	924.000	0.000	0.000	0.000	0.000	0.000	0.000		2888.000
Salmon Nets		18.000	0.000	4.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		22.000
<b>TOTAL</b>		<b>840.737</b>	<b>250.435</b>	<b>3062.192</b>	<b>1646.260</b>	<b>850.665</b>	<b>3454.851</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>10105.140</b>



**Other Small Piers/Harbours  
(Part 2 - Harbours)  
Summary Management Accounts - Revenue  
April 2010 to September 2010**

**Appendix I**

	<b>Annual Budget 2010/2011</b>	<b>Actual April 2010 to September 2010</b>	<b>Variance (Adverse)/Favourable</b>
All Income	(94,040)	(78,154.72)	(15,885.28)
<b>Total Income</b>	<b>(94,040)</b>	<b>(78,154.72)</b>	<b>(15,885.28)</b>
Employee Costs	28,873	14,526.95	14,346.05
Agency Payments	-	-	-
Property And Fixed Plant	84,696	38,170.48	46,525.52
Supplies and Services	8,105	14,177.45	(6,072.45)
Transport and Mobile Plant	2,260	923.51	1,336.49
Administration	-	-	-
<b>Total Expenditure</b>	<b>123,934</b>	<b>67,798.39</b>	<b>56,135.61</b>
<b>Net Revenue Expenditure/(Income)</b>	<b>29,894</b>	<b>(10,356.33)</b>	<b>40,250.33</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 2010 to September 2010**

Appendix H

	<b>Annual Budget 2010/2011</b>	<b>Actual April 2010 - September 2010</b>	<b>Variance (Adverse)/Favourable</b>
Fish Landing Dues	(80,000)	(56,676.83)	(23,323.17)
Other Dues/Charges	(250,950)	(224,479.36)	(26,470.64)
<b>Total Income</b>	<b>(330,950)</b>	<b>(281,156.19)</b>	<b>(49,793.81)</b>
Employee Costs	140,915	80,508.02	60,406.98
Administration	22,525	4,917.78	17,607.22
Agency Payments	2,000	4,979.20	(2,979.20)
Property and Fixed Plant	128,594	45,892.59	82,701.41
Supplies & Services	11,900	16,832.67	(4,932.67)
Transport and Mobile Plant	17,056	7,100.51	9,955.49
<b>Total Expenditure</b>	<b>322,990</b>	<b>160,230.77</b>	<b>162,759.23</b>
<b>Net Revenue</b>			
<b>Expenditure/(Income)</b>	<b>(7,960)</b>	<b>(120,925.42)</b>	<b>112,965.42</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"

Ports & Harbours Operations 2010/2011

Sullom Voe

Net Controllable Expenditure for Period April to September 2010

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	-	4,612.29	-	188,240.99	74,343.19	-	-	267,196.47	(3,060,981.90)	(2,793,785.43)	(6,057,089)	(3,263,303.57)
B & L - SV	-	-	-	-	-	-	-	-	(186,824.68)	(186,824.68)	(274,417)	(87,592.32)
Pilotage - SV	-	-	-	-	-	-	-	-	(343,508.37)	(343,508.37)	(718,587)	(375,078.63)
Mooring - SV	-	-	-	-	-	-	-	-	(149,459.16)	(149,459.16)	(313,492)	(164,032.84)
Ship to Ship Transfer	-	-	-	-	-	-	-	-	(46,872.66)	(46,872.66)	(300,000)	(253,127.34)
Marine Officers	448,074.07	539.74	-	-	1,849.00	4,466.60	-	454,929.41	-	454,929.41	919,041	464,111.59
Launch Crews	558,787.41	546.70	-	373.88	2,353.79	619.26	-	562,681.04	-	562,681.04	1,161,959	599,277.96
VTS Operators	40,597.22	-	-	-	-	-	-	40,597.22	-	40,597.22	226,344	185,746.78
Pollution Cont	-	-	-	-	-	-	-	-	-	-	1,000	1,000.00
SOTEAG	-	-	-	-	-	(3.20)	-	(3.20)	-	(3.20)	800	803.20
SVA	-	-	-	-	-	-	39,148.94	39,148.94	-	39,148.94	80,580	41,431.06
Canteen Servs	10,928.08	-	-	589.65	11,672.90	246.78	-	23,437.41	(13,332.24)	10,105.17	27,233	17,127.83
Port Engineering	294,792.68	3,308.15	-	-	2,502.27	958.64	-	301,561.74	-	301,561.74	661,978	360,416.26
VRM Recharge In	-	64.41	-	108,166.20	42,868.12	14,582.96	-	165,681.69	(6,899.92)	158,781.77	292,831	134,049.23
Pilot/Mooring Boats	-	108.26	-	23,242.76	452.67	54,547.22	-	78,350.91	-	78,350.91	156,178	77,827.09
Ports Recruitment	3,744.60	-	-	-	-	-	-	3,744.60	-	3,744.60	17,000	13,255.40
Support Servs	88,238.93	-	-	-	48.96	219.98	-	88,507.87	-	88,507.87	237,883	149,375.13
Port Ops - Man	304,129.40	16,944.55	-	451.27	6,646.46	10,004.25	-	338,175.93	(107.13)	338,068.80	767,315	429,246.20
Admin Building	-	-	-	26,495.14	3,606.56	-	-	30,101.70	-	30,101.70	121,706	91,604.30
<b>Sub Total</b>	<b>1,749,292.39</b>	<b>26,124.10</b>	<b>-</b>	<b>347,559.89</b>	<b>146,343.92</b>	<b>85,642.49</b>	<b>39,148.94</b>	<b>2,394,111.73</b>	<b>(3,807,986.06)</b>	<b>(1,413,874.33)</b>	<b>(2,991,737)</b>	<b>(1,577,862.67)</b>
Towage Crews	1,663,734.22	10,281.68	-	-	9,137.71	1,227.38	-	1,684,380.99	(2,696,513.25)	(1,012,132.26)	(1,844,276)	(832,143.74)
Tugs	-	6,840.05	-	76,698.13	46,634.43	389,453.88	-	519,626.49	-	519,626.49	2,027,513	1,507,886.51
Towage Management	-	-	-	566.85	2,871.13	-	-	3,437.98	-	3,437.98	27,180	23,742.02
<b>Towage Total</b>	<b>1,663,734.22</b>	<b>17,121.73</b>	<b>-</b>	<b>77,264.98</b>	<b>58,643.27</b>	<b>390,681.26</b>	<b>-</b>	<b>2,207,445.46</b>	<b>(2,696,513.25)</b>	<b>(489,067.79)</b>	<b>210,417</b>	<b>699,484.79</b>
<b>OVERALL TOTAL</b>	<b>3,413,026.61</b>	<b>43,245.83</b>	<b>-</b>	<b>424,824.87</b>	<b>204,987.19</b>	<b>476,323.75</b>	<b>39,148.94</b>	<b>4,601,557.19</b>	<b>(6,504,499.31)</b>	<b>(1,902,942.12)</b>	<b>(2,781,320)</b>	<b>(878,377.88)</b>





**Small Piers/Harbours - Income/Expenditure  
1st April 2010 to 30th September 2010**

**APPENDIX K**

	Baltasound	Collafirth	Cullivoe	Easterdale	Fair Isle	Hamnavoe	Melby	Mid Yell	Out Skerries	Symbister	Toft	Uyeasound	Walls	West Burrafirth	Overall Total
Employee Costs	375	266	266	0	0	310	0	0	266	12,095	266	111	266	310	<b>14,527</b>
Property and Fixed Plant	6,256	487	5,231	148	20,178	165	148	513	2,377	819	16	1,072	54	706	<b>38,170</b>
Supplies and Services	1,353	44	1,130	0	154	5,718	0	3,795	557	825	29	42	0	530	<b>14,177</b>
Transport and Mobile Plant	(29)	0	0	0	0	0	0	0	0	0	0	953	0	0	<b>924</b>
<b>Sub-Total Expenditure</b>	<b>7,954</b>	<b>796</b>	<b>6,627</b>	<b>148</b>	<b>20,332</b>	<b>6,193</b>	<b>148</b>	<b>4,308</b>	<b>3,199</b>	<b>13,739</b>	<b>310</b>	<b>2,178</b>	<b>319</b>	<b>1,546</b>	<b>67,798</b>
 <b>Total Income</b>	 <b>(7,282)</b>	 <b>(2,272)</b>	 <b>(53,533)</b>	 <b>0</b>	 <b>0</b>	 <b>(948)</b>	 <b>0</b>	 <b>(3,058)</b>	 <b>(387)</b>	 <b>(7,416)</b>	 <b>(1,352)</b>	 <b>(1,245)</b>	 <b>80</b>	 <b>(736)</b>	 <b>(78,148)</b>
 <b>Net Total (Income)/Expenditure</b>	 <b>672</b>	 <b>(1,476)</b>	 <b>(46,906)</b>	 <b>148</b>	 <b>20,332</b>	 <b>5,245</b>	 <b>148</b>	 <b>1,250</b>	 <b>2,812</b>	 <b>6,324</b>	 <b>(1,041)</b>	 <b>933</b>	 <b>399</b>	 <b>810</b>	 <b>(10,349)</b>



## Ports &amp; Harbours Operations

**Operational and Safety Visits to Small Ports & Harbours 13 October to 03 November 2010**

Port / Harbour	Date of Visit	Date of Visit	Date of Visit	Date of Visit	Date of Visit	Remarks
Baltasound	29 Oct					
Billister	14 Oct					
Collafirth						
Cullivoe	29 Oct					
Easterdale	25 Oct					
Fair Isle						
Hamnavoe	25 Oct					
Mid Yell	13 Oct	15 Oct	22 Oct	29 Oct		
Out Skerries						
Symbister	14 Oct	30 Oct				
Toft	13 Oct	15 Oct	22 Oct			
Toogs	25 Oct					
Uyeasound	29 Oct					
Walls						
West Burrafirth						





## **REPORT**

**To:** Harbour Board 17 November 2010

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

**Report No:** P&H-38-10-F

**Subject:** Status Update Report

### **1. Introduction**

- 1.1 This report updates the Harbour Board on the status of a number of items which have been the subject of previous reports.

### **2. Links to Corporate Priorities**

- 2.1 This report is for noting however the items included in the report lead to promoting the ideals of Sustainable Economy in the Corporate Plan.

### **3. Risk Management**

- 3.1 The contents of this report are for noting only and there are no immediate risks identified in this report.

### **4. Ship to Ship**

- 4.1 Meetings are currently being arranged with the potential ship operators for ship-to-ship operations through the winter months.
- 4.2 To date there has been no reply to the letter sent to Mike Penning on the subject of the new proposed legislation on ship-to-ship operations.

### **5. Staff**

- 5.1 The successful applicant, Mr Hockham, has now taken up the post of Operations Manager.
- 5.2 Two trainee VTSO's have taken up their post at the start of the month, with the final trainee to start very shortly.
- 5.3 The Harbour Master is looking at options to see if a marketing person can be recruited.

## **6. Oil**

- 6.1 At the time of producing this report, Schiehallion had not restarted production.

## **7 Audits**

- 7.1 The Document of Compliance, for the towage safety management system, is due to be audited by the Maritime & Coastguard Agency (MCA) in early November.
- 7.2 The Northern Lighthouse Board will also be conducting an audit under the Port Marine Safety Code.

## **8 Fair Isle**

- 8.1 The Harbour Master has been in contact with the operators of the Bird Observatory on Fair Isle. A discussion has commenced with regard to the provision of a pier assistant for the harbour possibly provided by staff from the bird observatory.

## **9 Site Visit**

- 9.1 The Harbour Master and the Engineering Manager made a site visit to Symbister to investigate the condition of the Peerie Dock and the overall general state of the Harbour.
- 9.2 The subject of the Peerie Dock is covered in another report.
- 9.3 The overall state of the harbour was generally good.
- 9.4 A meeting was held with the Pier Master and areas of concern were highlighted.

## **10 Financial Implications**

- 10.1 This report is for noting only and there are no financial implications arising from this report.

## **11 Policy and Delegated Authority**

- 11.1 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.

## **12 Recommendations**

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



## **REPORT**

**To: Harbour Board**

**18 November 2010**

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

**Revenue Monitoring 2010/11 - Period 7  
Ports & Harbours Operations  
Report No: F-060-F**

### **1. Introduction**

- 1.1 The purpose of this report is to provide Members with up-to-date revenue monitoring information for 2010/11 for Ports & Harbours Operations.

### **2. Links to Corporate Priorities**

- 2.1 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**

- 3.1 This is an information report therefore there are no risks associated with the recommendation.

### **4. Background**

- 4.1 The financial data in this report includes employee costs; operating costs (property costs, supplies & services, administration, transport and agency payments); transfer payments (grants); and income (fees and charges, grant funding and rents).
- 4.2 The appendix shows the annual budget, year to date (YTD) budget, YTD actual and YTD variance. It is the YTD variances that are referred to in this report. The YTD budget is derived from setting a budget profile, which estimates when spending will occur or income will be received. The YTD variance shows how actual activity has varied from the YTD budget.

### **5. Financial position at Period 7**

- 5.1 This report presents the overall Ports & Harbours revenue monitoring position as at the end of period 7 (October 2010), showing controllable budgets both by service area and subjective category attached as Appendix A.

- 5.2 The information in Appendix A indicates that Ports & Harbours Operations have an underspend of £798k as at period 7 against YTD budgets set.
- 5.3 The income from the sale of the Tug MV Stanechakker totalled £743k after subtraction of sale costs. This income was budgeted and therefore does not add to the variance underspend.
- 5.4 Jetties & Spur Booms maintenance costs have been excluded as they are fully funded by BP and will therefore have an overall zero effect on figures.
- 5.5 The major variances (over £25k) against budget at period 7 are:

5.5.1 Increased Income:

Sullom Voe	Harbour Dues - increased traffic for the Total Project	£68,415
	Storage Charges for Total Project road materials	£93,232

5.5.2 Underspends:

Ports Management	Basic Salary - Vacant posts - Deputy Port Operations Manager now in post from beginning November and Assistant Marine Electronic Engineer recruited end October.	£26,375
Sullom Voe	Contracted & Hired Services - saving on new Met Office Contract	£25,363
	VTs Operators - Basic Salary - 3 vacant posts now recruited	£70,963

5.5.3 Reduction in Income:

Sullom Voe	Towage Dues - less tanker traffic than forecast to this point in the year	(£79,988)
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## 6. Financial Implications

- 6.1 On 19 August 2009 (SIC Min Ref 107/09) Council approved the budget strategy to be adopted for the Harbour Account in 2010/11. Members agreed that the Harbour Account should continue to pursue efficiency savings and appropriate charging levels to at least maintain the level of profitability on the Harbour Account at £4m per annum.
- 6.2 On 17 February 2010 (SIC Min Ref 18/10) the 2010/11 budget for the Harbour Account was approved by Council, proposing a return from the Harbour Account of £3.9m.



- 6.3 At the end of period 7 Ports & Harbours Operations have an underspend of £798k against YTD budgets. No variances have been identified to date that would adversely affect the budgeted outturn position.

## **7. Policy & Delegated Authority**

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

## **8. Conclusion**

- 8.1 Appendix A to this report provides the most up-to-date financial information on harbour activities in 2010/11. This shows a positive variance of £798k against YTD budgets at period 7. No significant variances have been identified to suggest that the outturn position will not be in line with budgets set.

## **9. Recommendation**

- 9.1 I recommend that the Harbour Board note the information contained in this report.

Date: 10 November 2010  
Ref: GJ/HKT/BR

Report No: F-060-F



**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	1,049,416	622,544	508,309	114,235
Sullom Voe	-5,928,588	-3,091,630	-3,637,455	545,825
Scalloway	31,111	-69,287	-141,794	72,507
Other Piers	173,791	51,296	19,273	32,023
Port Engineering Services	661,978	379,960	346,498	33,462
Transfer of Funds	2,957,769	0	0	0
<b>Ports &amp; Harbours Total Variance</b>	<b>-1,054,523</b>	<b>-2,107,117</b>	<b>-2,905,169</b>	<b>798,052</b>

**Main Reasons for Variances**

Underspend on vacant posts  
Increased harbour dues and storage charges; underspends on hired & contracted services and vacant posts.  
Increased period dues on commercial shipping, wharfage and storage charges.  
Increased period dues on commercial shipping, wharfage and storage charges, salmon & fish landings and underspends on pier maintenance.  
Underspends on basic salary and overtime due to reduction in staff.

**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	4,877,313	2,845,101	2,669,388	175,713
Overtime	436,660	269,647	261,450	8,197
Other Employee Costs	1,154,425	1,227,070	1,172,057	55,013
<b>Employee Costs (sub total)</b>	<b>6,468,398</b>	<b>4,341,818</b>	<b>4,102,895</b>	<b>238,923</b>
Travel & Subsistence	191,210	81,731	69,264	12,467
Property Costs	1,102,663	628,109	546,323	81,786
Other Operating Costs	2,823,394	1,125,157	807,264	317,893
<b>Operating Costs (sub total)</b>	<b>4,117,267</b>	<b>1,834,997</b>	<b>1,422,851</b>	<b>412,146</b>
<b>Transfer Payments (sub total)</b>	<b>3,978,349</b>	<b>75,745</b>	<b>75,745</b>	<b>0</b>
<b>Income (sub total)</b>	<b>-15,618,537</b>	<b>-8,359,677</b>	<b>-8,506,660</b>	<b>146,983</b>
<b>Ports &amp; Harbours Total Variance</b>	<b>-1,054,523</b>	<b>-2,107,117</b>	<b>-2,905,169</b>	<b>798,052</b>

Underspend on vacant posts  
Reduction in overtime  
Underspend on vacant posts  
Underspends on mileage and travel costs.  
Underspends on electricity and repairs & maintenance.  
Underspends on hired & contracted services, transport fuel and equipment purchase.  
Increased harbour dues, storage charges, period dues on commercial shipping, boarding & landing and pilotage dues.

Jetties & Spur Booms excluded - fully funded by BP

-146,654	342,826	335,646	7,180
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## REPORT

**To: Harbour Board**

**17 November 2010**

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

**Report No: P&H-36-10-F**

**Subject: Pollution Responsibilities**

### **1. Introduction**

- 1.1. This report is to brief and inform Members of where the corporate responsibility lies in the event of a pollution incident outwith a harbour area.

### **2. Link to Council Priorities**

- 2.1. The report refers to the ideals from the Corporate Plan of sustainable economy and sustainable environment.

### **3. Risk Management**

- 3.1. This report is for information only and there are no new identified risks associated with this report.

### **4. Current Situation**

- 4.1. Various bodies respond to a pollution incident in the UK.
- 4.1.1. The Maritime and Coastguard Agency (MCA) takes the lead in pollution from shipping at sea.
- 4.1.2. Ports, harbours, oil facilities & offshore installations have a statutory responsibility for clean up in their jurisdictions, ports to tier 2, offshore installations to tier 3. In Shetland, the Council is responsible for clean-up in all its ports and harbours, Lerwick Port Authority is responsible for Lerwick Port and the operators of Broonies Taing are responsible for pollution in their area.
- 4.1.3. The environmental regulator (Scottish Environment Protection Agency – SEPA) takes the lead in responding to pollution from land-based sources.

- 4.1.4. The National Contingency Plan recognises that Local Authorities have accepted the non-statutory duty for responding to shoreline cleanups following pollution incidents.
- 4.2. Section 293 of the Merchant Shipping Act 1995, as amended by the Merchant Shipping and Security Act 1997 and the Marine Safety Act 2003 and the Pollution Prevention Control Act 1999 gives the Secretary of State for Transport the function of taking, or co-ordinating, measures to prevent, reduce and minimise the effects of pollution.
- 4.3. The Civil Contingencies Act places a duty upon Category 1 responders to prevent an emergency, reduce, control or mitigate its effects, in relation to their functions and take any other action in connection with it. Therefore Category 1 Responders have a duty to comply with the Act if they have assessed that an emergency may seriously obstruct them in the performance of their functions or they consider it necessary or desirable to take action and they cannot take that action without changing the deployment of resources or by acquiring additional resources. Category 1 responders include local authorities, emergency services, some NHS bodies and some government bodies.
- 4.4. Under the current arrangements, the Council is responsible for responding to and effecting shoreline clean-ups outside of harbours. The Council also has a duty for clean up in any of it's own harbour areas. The lead department for responding, on behalf of the Council, is:
- Ports & Harbours Operations for marine oil related pollution; and
  - Environmental Health for non-oil related marine pollution.
- 4.5. The current authors and holders of the pollution response plans are Ports & Harbours. These plans are created in consultation with other departments within the Council and external agencies. General practice has been for the Harbour Board to advise the Council on matters relating to conservancy, marine pollution, shipping and ports and harbours operations. It is, however, the Council that carries the authority both as the Competent Harbour Authority and Local Authority.
- 4.6. Environmental Health has a duty under public health legislation to investigate any incident that may cause harm to the public health or well being. Environmental Health also has the power to instruct others to clean up areas causing a risk to public health.
- 4.7. SEPA's main role is to protect the environment and human health. SEPA also have enforcement powers and the ability to bring forward legal prosecutions.

## **5 Financial Implications**

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

## **6 Policy and Delegated Authority**

- 6.1 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.

## **7 Recommendations**

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

Our Ref: RM/VR RO-0 P&H-36-10-F

Date: 08 November 2010