

**Harbour Board****17 November 2011**

Port Projects	
P&H-27-11-F	
Report Presented by Harbour Master	Ports and Harbours Operations

1.0 Summary

- 1.1 This report updates the Board on issues pertaining to the projects relating to Ports and Harbours Operations and the Planning, Performance Management Framework.

2.0 Decision Required

- 2.1 The Harbour Board should consider this report and:
- 2.1.1 Note contents and areas of progress; and
 - 2.1.2 Discuss and highlight any areas of concern.

3.0 Detail

Ports and Harbours currently has an interest in the following projects:

Capital

- 3.1 Scalloway Dredging – RCM 2208
- 3.1.1 This project was retendered following the decision of the Ports and Harbours Committee on 25 August 2010 (Min Ref 37/10).
 - 3.1.2 Tenders were returned on 16 December 2010. The lowest tender was within budget and the contract was awarded to Articon from Faroe. In line with the Council aspiration to reduce the capital programme by around £5.2million in 2011/12, and the favourable tender sum received a reduction of £100k has been made to this projects budget.
 - 3.1.3 Drilling and blasting is substantially complete with only an area in the centre of the channel remaining. The barge is currently in

Scalloway jacked up at the end of West pier. It will restart operations when the dredger returns to site, which is expected around the end of November.

3.1.4 At the Council meeting on the 27 October 2010 (Min. Ref. 156/10) 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 funded from the Scalloway dredging budget. The new system has been installed and the first payments have been made.

3.1.5 All required consents for the project are in place and discussions with the Crown Estate regarding their seabed interests are at an advanced stage.

3.2 Dock Symbister – RCM 2309

3.2.1 As previously agreed, no decision will be taken on this project until a decision is reached on the solution to the transport link to Whalsay and possible location of the new Whalsay ferry terminal.

3.3 Walls – RCM 2316

3.3.1 The Planning Board granted full planning permission for the Walls Pier on 7 July 2010 (Min. Ref. 37/10) (SIC Min. Ref. 131/10). All consents except building warrant are now in place.

3.3.2 Tenders were returned on 21 December 2010 and the contract was awarded to Airport Civil Engineering Ltd who submitted the lowest tender. In line with the Council aspiration to reduce the capital programme by around £5.2million in 2011/12, and due to the favourable tender sum received a reduction of £575k was made to this projects budget.

3.3.3 The contractors on site have been working on:

- The septic tank and outfall.
- Dredging and excavating the pile toe trench
- Reclamation of the foreshore and outer pier arm.
- Pre-casting the anchor blocks and slabs for the pile wall.

3.3.4 A substantial number of the sheet piles have now been delivered to site and the first piles have been put in place in the main pile wall.

3.3.5 The project continues to be monitored by officers of Shetland Islands Council.

3.4 Fetlar Breakwater – GCY 7214

3.4.1 All the pre commencement planning consent conditions have been met. Agreement has also been reached with the Planning Department to permit working between 10th April and 31st July through the bird-breeding season.

- 3.4.2 Work on the breakwater is on schedule. The breakwater is now out to its original length. Armouring of the breakwater has been taking place to the outside face.
- 3.4.3 The Council decided at its meeting of 27th July 2011 (min. ref. 79/11) to proceed with the 40metre extension to the breakwater. This requires a new planning application and this is being progressed along with the other marine consents.
- 3.4.4 All piles for the pier are now in place and they have been temporarily braced in position. Drilling of the anchor pins is complete.
- 3.4.5 All the precast units and most of the materials required are now on site. Stair base precast units have been placed on the seabed in their final positions.
- 3.4.6 All land issues have been resolved and the boundary fence has been erected around the site.
- 3.4.7 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.
- 3.4.8 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. Hamars Ness is a designated Harbour Area for which the Council has jurisdiction as harbour authority under the ZCC Act 1974.

Harbour Account

3.5 Plant, Vehicles and Equipment – PCM 2101

- 3.5.1 The budget for 2011/12 will be used to continue replacing Department vehicles where necessary, and the overhaul of one Pilot Launches engines. Quotations for this work are currently being sought from suitably qualified contractors

3.6 Navigational Aids – PCM 2104

- 3.6.1 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. A representative from the LED navigation light manufacturer 'VEGA' visited Shetland at the end of June, and confirmed that new flat mounted LED technology was applicable to this project. A further visit by representatives of this Company is expected in mid November to discuss the finer detail of their proposal.

Revenue Projects

3.7 Sullom Voe Terminal Maintenance Contract

3.7.1 Malakoff Limited currently holds the Jetty Maintenance Contract, and is now in the third and final year of the Contract. A separate report on this subject will be presented to the Board during this meeting.

4.0 Implications

Strategic

- 4.1 Delivery On Corporate Priorities – This report supports the aspirations in the Corporate Plan in making sure we organise and carry out all our business properly.
- 4.2 Community /Stakeholder Issues – The community and stakeholders of the Ports and Harbours operation have an interest in ensuring that new capital projects are properly monitored and ensuring that they are completed within budget and on schedule.
- 4.3 Policy And/Or Delegated Authority – The Scheme of Administration and Delegations sets out the role and authority of the Harbour Board under paragraph 2.7.

In accordance with Section 2.3.1(2) of the Scheme of Administration and Delegations, the Harbour Board has delegated authority to monitor and review the achievements of key outcomes within its functional areas and to monitor the relevant Planning and Performance Management Framework.

- 4.4 Risk Management – None arising from this report.
- 4.5 Equalities, Health And Human Rights – None arising from this report.
- 4.6 Environmental – None arising from this report.

Resources

- 4.7 Financial – None arising from this report.
- 4.8 Legal – There are no known legal issues arising from this report.

4.9 Human Resources – None arising from this report.

4.10 Assets And Property – None arising from this report.

5.0 Conclusions

5.1 Projects in this report continue to be monitored in line with Council procedures and guidelines

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08 November 2011

List of Appendices

None

Background documents:

Capital Project Information available on the Ports and Harbours [website](#)

**Harbour Board****17 November 2011**

Northern Lighthouse Board	
P&H-25-11-F	
Report Presented by Harbour Master	Ports and Harbours Operations

1.0 Summary

- 1.1 The purpose of this report is to inform the Harbour Board of the current proposals from the Northern Lighthouse Board in relation to Vaila Sound and Eshaness Lighthouse.

2.0 Decision Required

I recommend that the Harbour Board:

- 2.1 Approves the retention of the navigational light at Vaila Sound;
- 2.2 Accepts responsibility for the navigational light at Vaila Sound following the completion of the formal process; and
- 2.3 Supports the Harbour Master's view that Eshaness Lighthouse should remain operational and continue to be maintained by the Northern Lighthouse Board.

3.0 Detail

- 3.1 The Northern Lighthouse Board (NLB) is the General Lighthouse Authority for Scotland and the Isle of Man.
- 3.2 The Shetland Islands Council is the Lighthouse Authority for all the harbour areas under the remit of Shetland Islands Council.
- 3.3 A lighthouse authority is responsible for establishing and maintaining navigational aids within its area of responsibility.

Vaila Sound Navigational Light

- 3.4 The navigational light at Vaila Sound was established in 1980 and has a nominal range of 9 miles. The NLB, who purchased the plot of land measuring 12 feet by 15 feet in 1894, currently maintains the navigational light.
- 3.5 The light at Vaila Sound lies within the harbour limits. It is an important navigational light for vessels calling in at Walls or heading to Gruting Voe.
- 3.6 The NLB reviews the need and responsibility for the navigational lights around Scotland every few years.
- 3.7 The NLB are not normally responsible for maintaining navigational marks within the limits of a harbour area.
- 3.8 The NLB are proposing to pass responsibility of the light at Vaila Sound to the Shetland Islands Council as the competent Harbour Authority.
- 3.9 Access to the light is difficult and currently the NLB have access rights in the 'Use of pathway from Whiteness to site and the right to build and maintain road on this pathway.'
- 3.10 The navigational light has recently been refurbished and is in good condition with little expense anticipated for maintenance.
- 3.11 It is expected that later this year the NLB will write formally to the Shetland Islands Council and to the Department for Transport seeking approval to transfer the navigational light to Shetland Islands Council.
- 3.12 Should the NLB pass responsibility of the light to the Shetland Islands Council the decision to maintain, change or remove the light will fall to the Council as the Competent Harbour Authority. It is the recommendation of the Harbour Master that the navigational light be retained.

Eshaness Lighthouse

- 3.13 The NLB are also reviewing the need for the lighthouse at Eshaness.
- 3.14 The current lighthouse at Eshaness was built in 1929 and has a nominal range of 25 nautical miles. The light is currently operated and maintained by the NLB.
- 3.15 The Harbour Master has expressed the view to the NLB that the light at Eshaness should be retained and has listed the following reasons
 - Potential increase in coastal traffic as a result of marine renewables.
 - Important navigational mark for coastal shipping.
 - Increase in shipping related to the development of oil / gas fields to the West of Shetland.
 - Use of St Magnus Bay by standby and supply vessels seeking shelter.

- Helping to protect the fishing and aquaculture industry in a remote community.
 - Helping to protect the unique and varied environment found along the West coast of Shetland.
- 3.16 At this time there is no indication that the NLB is intending to request transfer of ownership of the lighthouse to the Council. The lighthouse is outside of harbour limits and would not normally be deemed to be the responsibility of a harbour authority.
- 3.17 It is the recommendation of the Harbour Master that the Board supports the necessity of the NLB retaining the lighthouse at Eshaness thereby helping to ensure the safety of vessels, life and the environment along Shetland's west coast.

4.0 Implications

Strategic

4.1 Delivery On Corporate Priorities – This report proposes options that would support the aspirations in the Corporate Plan to:

4.1.1 Maintain a Sustainable Economy.

4.1.2 Maintain a Sustainable Environment.

4.2 Community /Stakeholder Issues – The community and stakeholders are interested in the safety of navigation to all shipping in Shetland waters and the protection of the marine environment.

4.3 Policy And/Or Delegated Authority – Paragraph 2.7 of the Council's Scheme of Administration and Delegations states that the role and authority of the Harbour Board is:

4.3.1 Strategic oversight and direction in all aspects of the operation of the Council's harbour undertaking in accordance with overall Council policy and the requirements of the Port Marine Safety Code; and

4.3.2 Act as Duty Holder required by the Port Marine Safety Code and ensure that the necessary management and operational mechanisms are in place to fulfil that function; and

4.3.3 To consider all development proposals and changes of service level within the harbour undertaking, including dues and charges, and make appropriate recommendations to the Council

4.4 Risk Management – Failure to maintain adequate navigational aids may result in a higher risk of a shipping related incident occurring.

4.5 Equalities, Health And Human Rights – None.

4.6 Environmental – Any shipping related incident carries a potential adverse impact on the environment.

Resources

- 4.7 Financial – Should the Council assume responsibility of the navigational light at Vaila Sound, maintenance costs should be met within existing budgets. There are no anticipated or declared ongoing rental or land costs. Should any improvement to access the site be required, costs would either have to be met through existing budgets or the Council's capital gateway programme. It is not envisaged that any immediate improvement in access would be required.
- 4.8 Legal – Guidance and advice from the Council's legal department will be required throughout.
- 4.9 Human Resources – None.
- 4.10 Assets And Property – Should the Council inherit the navigational light at Vaila Sound, advice and use of the services of the Council's Assets and Property department will be required. Rights of access to the navigational light will need to be confirmed before any transfer should take place.

5.0 Conclusions

- 5.1 The navigational light at Vaila Sound is an important navigational mark helping to protect both the safety of vessels and environment. The light should be retained. It is highly likely that the NLB will pass the navigational light to the care of Shetland Islands Council.
- 5.2 The continued operation of Eshaness lighthouse is under review by the NLB. The lighthouse is an important navigational aid to shipping to the West of Shetland, helping to protect the safety of vessels, their crews and the environment and should be retained by the NLB.

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07 November 2011

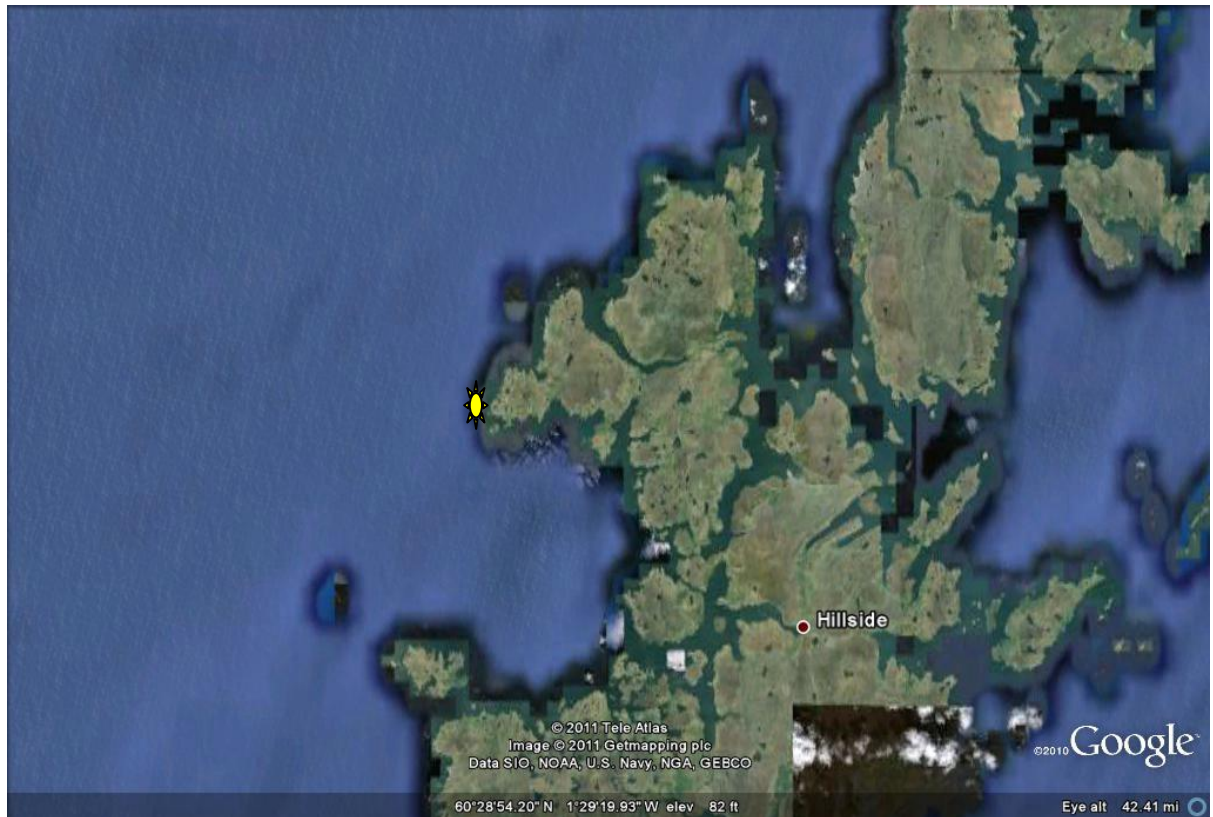
List of Appendices

Appendix 1: Maps showing location of lights.

Background documents:

END

Eshaness Lighthouse



Established 1929 – White square tower 12 metres high.

Position:

Latitude 60° 29.350'N

Longitude 001° 37.680'W

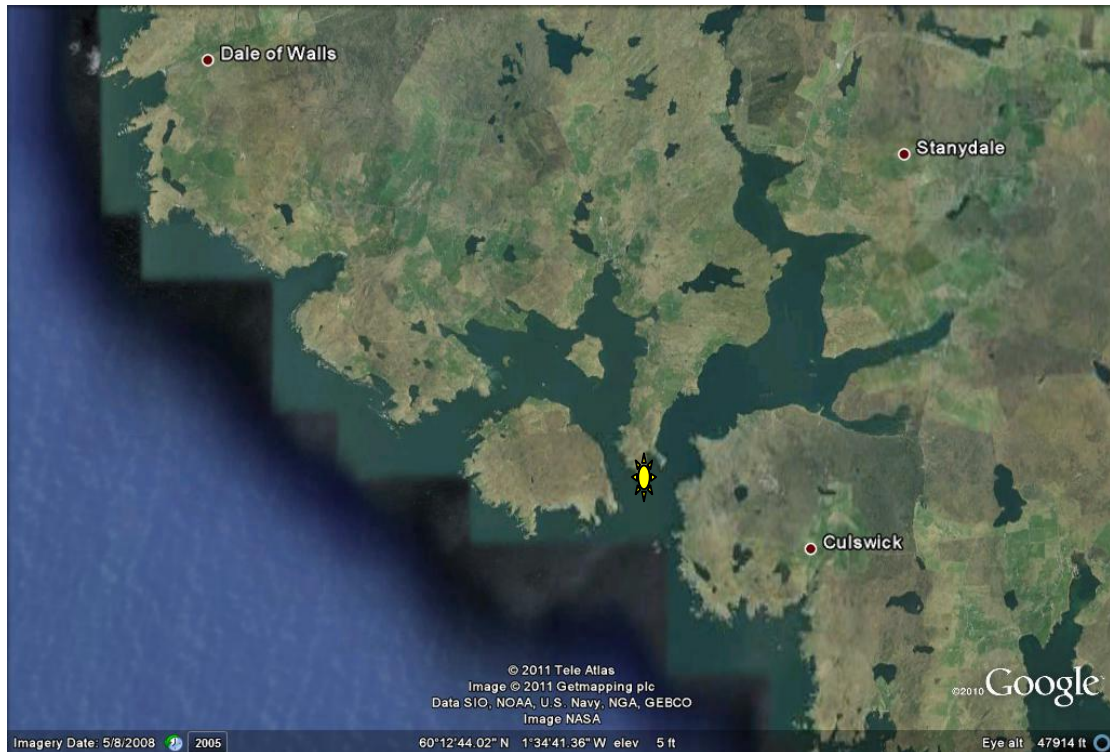
Light Characteristics:

Flashing White every 12 secs

Elevation 61 metres

Nominal Range 25 nautical miles

Vaila Lighthouse



Year Established 1980

Position:

Latitude 60° 11.957'N

Longitude 001° 33.476'W

Light Characteristics:

Elevation 20 metres

Nominal Range 9 nautical miles

**Harbour Board****17 November 2011****Vessel Traffic Services Manning****P&H-28-11-F****Report Presented by Harbour Master****Ports and Harbours Operations****1.0 Summary**

- 1.1 The purpose of this report is to provide information with regard to the manning of the Vessel Traffic Service.

2.0 Decision Required

- 2.1 The Harbour Board is asked to note and endorse the operational and management arrangements that have been proposed and put in place by the Harbour Master for manning the Vessel Traffic Service.

3.0 Detail

- 3.1 Shetland Islands Council is both the competent Vessel Traffic Authority and Harbour Authority for the port of Sullom Voe.
- 3.2 The VTS is operated by Vessel Traffic Service Officers trained and qualified as Vessel Traffic Service Operators (VTSO's). The Maritime and Coastguard Agency (MCA) approve the training and certification.
- 3.3 There are currently five full time VTSO's operating a 24-hour, all year round shift pattern.
- 3.4 A report was presented to the Harbour Board in September 2011 that highlighted a weakness in the current shift system. The Board requested a further report on VTS manning solutions to be presented.
- 3.5 Although not a statutory requirement, the recommendations accepted by the Harbour Board, JCC and Council, is that the minimum

qualifications required for the post of VTSO is an Officer of the Watch Unlimited or Near Coastal Waters Certificate. [Min Ref: 12/08].

- 3.6 The Harbour Master has held discussions with the MCA and pilot and VTS representatives regarding training, re-certification and future options for staffing and operating the VTS.
- 3.7 As reported previously, the marine Pilots are willing to help cover the VTS in the event that current VTS staff are not available. Courses for re-certifying the pilots have been identified and are provisionally set for February 2012. In the interim pilots are able to provide emergency cover, although the level of service offered by the VTS Authority may have to be dropped to Information Only during these periods until the pilots are re-certified.
- 3.8 The Port Safety Officer has also successfully gained the MCA approved V103-1 VTS Operators qualification.
- 3.9 The Port Safety Officer does not hold an Officer of the Watch Certificate. However the Port Safety Officer has been employed and worked within the Port for twenty-two years. The Port Safety Officer also has an extensive knowledge of the Safety Management System and port operations. It is envisaged that the Port Safety Officer would help to cover operation of the VTS when required. It is not envisaged that the Port Safety Officer would be part of the regular VTS shift system. This arrangement is possible due to the post holder's experience and would not necessarily be an ongoing duty of the post.
- 3.10 The Harbour Master also recommends that marine professional managers within Ports and Harbours should also be required to attain VTS qualifications.
- 3.11 The latest guidance from the MCA now allows for staff associated with VTS, but not operating it on a daily basis, to have their VTS certificates re-validated annually by the VTS Authority. This will require the formation of a mutually agreed formal annual examination and / or testing process for the both the VTS staff and staff who are providing back up cover, such as pilots. This will be undertaken by Ports and Harbours and set up as soon as possible.
- 3.12 VTS qualified staff from Humber have been undertaking familiarisation at Sella Ness. It is envisaged that these staff will no longer be required to cover operations within Sullom Voe VTS with the introduction of the measures stated above. However the latest guidance from the MCA does recommend operational visits to / from other VTS authorities to help maintain best practice. Therefore operational visits by staff from, and visits by our staff to other Authorities will continue.
- 3.13 The creation of new VTSO posts was considered. However it is felt that in the current economic climate that this was not a desirable option when better use of current staff can provide a safe and acceptable solution.

4.0 Implications

Strategic

- 4.1 Delivery On Corporate Priorities – This report proposes options that would support the aspirations in the Corporate Plan to:
- 4.1.1 Maintain a Sustainable Economy.
 - 4.1.2 Maintain a Sustainable Environment.
- 4.2 Community /Stakeholder Issues – The community and stakeholders are interested in the port and harbour operations and specifically interested in maintaining a safe and efficient port. Ensuring that VTS can be staffed and operated by trained and competent persons 24 hours a day, all year round is a vital component in maintaining the safe operation of the port and it's approaches.
- 4.3 Policy And/Or Delegated Authority – The Scheme of Administration and Delegations states that the role and authority of the Harbour Board is:
- 4.3.1 Strategic oversight and direction in all aspects of the operation of the Council's harbour undertaking in accordance with overall Council policy and the requirements of the Port Marine Safety Code; and
 - 4.3.2 Act as Duty Holder required by the Port Marine Safety Code and ensure that the necessary management and operational mechanisms are in place to fulfil that function. The Harbour Board fulfils this role by commenting, accepting and endorsing the decisions of the Harbour Master, as set out in this report; and
 - 4.3.3 To consider all development proposals and changes of service level within the harbour undertaking, including dues and charges, and make appropriate recommendations to the Council.
- 4.4 Risk Management – Failure to maintain adequate resources to manage the port will result in a higher risk of an incident occurring, reduce the available staff available to deal with an incident and affect service continuity and reputation. It is felt that the measures presented in this report will help to minimise risk and ensure continuity of service.
- 4.5 Equalities, Health And Human Rights – None.
- 4.6 Environmental – Any incident at the port of Sullom Voe carries a potential adverse impact on the environment. Staff within the port work hard to ensure that there is no adverse environmental impact. The measures presented in this report help to maintain the aspiration of no adverse environmental impacts.

Resources

- 4.7 Financial – There is no increase in staff numbers proposed. Training costs will be met within existing budgets. Although there will be an small increase in the Pilots overtime costs, this is offset by the savings realised by not paying for travel and accommodation of relief staff from outwith Shetland. The costs will also be met within existing budgets.
- 4.8 Legal – There are no known legal issues arising from this report. However guidance from the MCA is that qualified staff should operate VTS and operate as per advertised levels of service.
- 4.9 Human Resources – No increase in staff number is proposed which complies with current Council instruction and guidance.
- 4.10 Assets And Property – None.

5.0 Conclusions

- 5.1 The VTS is currently an integral part of the safe management of the port of Sullom Voe. The VTSO's are properly trained and qualified.
- 5.2 The proposed better use of current staff, namely the Port Safety Officer, marine Pilots and management will provide a much-improved failsafe to ensure continuity of service and maintain the high level of safety that the Harbour Authority requires.

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08 November 2011

List of Appendices
None

Background documents:
[Report PH-22-11-F](#)
[Minute Ref: 27/11](#)
[Report PH-06-08-F](#)
[Minute Ref: 12/08](#)

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