



Shetland Islands Council

MINUTE

‘A’ & ‘B’

Harbour Board
Port Administration Building, Sella Ness
Thursday 27 April 2006 at 10.30 a.m.

Present:

J G Simpson Capt D C Gray
I J Hawkins J C Irvine
E J Knight

Apologies:

G Johnston	N McCracken
C Smith	W Tait

In Attendance (Officers):

J T Dickson, General Manager, Ports & Harbours Operations
R Moore, Operations Manager, Marine
A Inkster, Port Engineer
S Summers, Administration Manager
H Tait, Management Accountant
D Haswell, Committee Officer

Chairperson:

Mr J G Simpson, Chairperson of the Board, presided.

Circular:

The circular calling the meeting was held as read.

Minutes:

The minute of meeting held on 23 February 2006, having been circulated, were confirmed.

Members' Attendance at External Meetings

The Chairperson advised that, as previously agreed by the Board at its meeting on 12 January 2006, he and the Piermaster – Scalloway, had attended the Norway Fish and Aqua International in Bergen. The Chairperson said that he had found the exhibition very disappointing.

The General Manager advised that he had attended a two-day conference entitled "The Government's Ports Policy" and the biannual conference of the International Harbour Masters' Association.

11/06 **Visit to Iceland, Fish Meal & Oil Factories**

The Board noted a report by the General Manager (Appendix 1).

The General Manager briefly introduced the report and provided Members with a photographic presentation of the visit following which Members noted the information provided.

12/06 **Ports Project Monitoring Report**

The Board noted a report by the General Manager (Appendix 2).

Dock Symbister

As indicated in the report, the Port Engineer advised that the Department was awaiting a visit from the consulting engineer with regard to this project. It was hoped that the consulting engineer would be up from south very soon and the Port Engineer would continue to be in contact with him.

Walls Pier

The General Manager explained that a meeting about this project was being held this afternoon. Ports and Harbours were working very closely with the Economic Development Unit and, to date, 2 meetings with the stakeholders had been held. The Economic Development Unit and the Capital Projects Unit had requested a further meeting with the stakeholders following which a proposal would be submitted to the CPMT.

The General Manager added that since the report was written, proposals for the new pier at Uyeasound had been examined in more detail and, as he understood, this project was already included in the Capital Programme. Further work on the detailed design and costing would be done in order for the project to be considered for approval by the CPMT. The Economic Development Unit was heavily involved in this project because it supported the aquaculture industry in Unst.

Tug Replacement Programme

The General Manager said that Members should pay particular attention to the replacement programme. As stated, he had prepared a report for consideration by the CPMT and the CPMT had approved the initial funding to commence work with a view to building 2 new Voith tugs of 70 tonnes. This now required Council approval before the contract could go out to tender but there was sufficient budget available to proceed to proceed up to invitations to tender. A report would be presented to the Council on 17 May requesting approval to commence the tendering process for two new tugs. How they would be funded would be the subject of report from CPMT to the Council.

Mrs I J Hawkins said that the Member/Officer Working Group – Small Ports Marketing was trying to find out what facilities the industry required. In relation to Blacksness Pier, she said that requests had been received for ro-ro facilities and suggested that the Group should discuss this. Members agreed.

13/06

Port Operations Report

The Board noted a report by the General Manager (Appendix 3).
CHAIRPERSON



REPORT

To: Harbour Board

01 June 2006

From: General Manager

Report No: P&H-15-06-F

**Subject: Skerries South Mouth
Dredging Proposals**

1 Introduction

- 1.1 Skerries Harbour is a Shetland Islands Council harbour area under section six of the ZCC Act 1974 as added by the Shetland Islands Council Order Confirmation Act of 1985.
- 1.2 The Head of Capital Programme & Housing Services has requested that the Harbour Board consider a proposal to dredge the South Mouth to the harbour in order that the ferry "Filla" can enter port, with any necessary safety restrictions, during periods of heavy swell preventing the use of the North East Mouth, the normal route used.
- 1.3 This report is written by the General Manager as Harbour Master for the Skerries harbour area and deals only with matters dealing with the safety of navigation. The safety of ferry operations rests solely with the Ferry Services Manager within the Ferry Services Division of the Council.
- 1.4 This report is intended to provide background information on the operational aspects. This information will be considered alongside all other appropriate information to make a submission to the Capital Projects Management Team (CPMT). From there any recommendations will be made to Shetland Islands Council (SIC) for a decision.

2 Background

- 2.1 In 2000, the North East Mouth was dredged to a minimum depth of 5.0m in anticipation of the arrival of the new ferry "Filla", whose normal operating draught is 3.5m.
- 2.2 At that time no consideration was given to dredging the South Mouth as it was known that the new vessel could not use this entrance due to its size, the restricted depth and width of the navigable channel.

- 2.3 However, the aspirations of the island stakeholders is that the “Filla” use the South Mouth when severe swell prevents the use of the normal route. Continuity of service is considered vital to support the local fishing and aquaculture industries. Any use of the South Mouth would be subject to restrictions to ensure the safety of navigation.

3 Proposals

- 3.1 Appendix 1 shows the South Mouth of Skerries. Marked on it is a channel of minimum water depth 3.5m at the edges of the channel and down to a minimum depth of 4.0m at centre channel. The sketch is drawn with a height of tide of 1.0m above chart datum. The dredging cost has been estimated at £62,220 by Capital Projects section.

Comment 1

A height of tide of 1.0m above chart datum is the minimum to ensure sufficient under keel clearance of 0.5m.

- 3.2 It is further proposed to install three, new aids to navigation to adequately delineate the navigable channel. These are shown as A1, A2 and A3 on Appendix 1.

Comment 2

This will have to be robustly designed and installed due to intrusion of heavy southerly swells in the winter. One such aid to navigation was installed in 2001 near the skerry south of the main pier. It cost £64,500, hence three would cost in the region of £250,000 at today's prices. In addition it will be necessary to re-align the leading markers/lights marking the outer end of the South East Mouth. This would not be a major cost item.

4 Other Considerations

Comment 3

- 4.1 As Harbour Master, I would recommend that the following points be considered by Ferry Services when carrying out a risk assessment on the use of the South Mouth by the “Filla”.

- 4.1.1 A rising tide of at least 1.0m above chart datum. This could be marked on the proposed new aids to navigation.
- 4.1.2 Daylight only and good visibility.
- 4.1.3 Cross winds will require the ship to apply leeway in order to hold her track. This effectively increases the beam of the vessel in an already narrow channel. Accordingly, a cross wind limit should be

applied on the use of the channel. The figure to be used can be chosen after consultations with the Ferry Masters but it is thought that sustained wind speeds in excess of 25 knots will preclude use of the South Mouth.

- 4.1.4 Even if all the conditions above are met, The Master has the ultimate and final decision as to whether the vessel can transit the South Mouth.

5 Historic Wreck

5.1 The wreck site of the “Kennemerland” lies along the route of the South Mouth. Permission would have to be sought from the Historic Scotland. This will be difficult to obtain and they have already indicated to the Council that a diving survey would be required in the areas where material is to be removed. This will be rock and unlikely to have any artefacts from the wreck.

5.2 The cost of such a survey carried out by a professional historic diving team has been estimated at £50,000.

5.3 Permission to carry out the proposed rock blasting, removal of debris and installation of the three, new proposed nav aids is by no means certain.

6 Financial Implications

6.1 The proposals outlined in sections 3 and 5 is estimated at £360,220.

7 Policy and Delegated Authority

7.1 The Harbour Board has full delegated authority for oversight and decision making in respect of the management and operation of the Council's harbour undertaking in accordance with overall Council policy and the requirements of the Port Marine Safety Code (Minute References 19/03, 70/03 and 86/03).

8 Recommendations

- 8.1 I recommend that the Harbour Board endorse the three comments contained in this report; and
- 8.2 Agree that the General Manager pass these comments on to the Head of Capital Projects and Housing Services for further consideration by CPMT & SIC.

Harbour Board - Thursday 01 June 2006
Agenda Item No. 01 - Public Report

Our Reference: PH-15-06-F SM

Date: 16 May 2006



REPORT

To: ~~Executive Committee~~ Harbour Board ~~22?? June~~ May
~~2006~~ 01 June 2006 ~~24th June 2003~~ 2005th

From: ~~Head of Organisational Development~~ Operations Manager - Ports

REPORT No: ~~CE-P&H-????16-06-F31-D120-D1~~

~~ORGANISATIONAL DEVELOPMENT PRIORITIES PERFORMANCE~~ ~~MANAGEMENT UPDATES~~ Scalloway Harbour – New Business

~~1~~ INTRODUCTION Introduction

1.1.1 The purpose of this report is to inform ~~the Executive Committee of the~~
~~perceived priorities of the Organisational Development Service, set out~~
~~some proposals for tackling those priorities and provide an opportunity for~~
~~discussion and feedback to help work planning on progress and plans for~~
~~Corporate Performance Management and associated matters~~ Harbour
~~Board of members about a recent visit to Aberdeen-based operators of off-~~
~~shore support vessels with the purpose of attracting new business to~~
~~Scalloway Harbour.~~

~~Link to Council Priorities~~

~~Challenging target setting, frank and honest review of our performance and~~
~~informed planning of how we deliver Best Value services are key Corporate~~
~~Plan objectives. (Organising Our Business – Priority D) Ensuring we~~
~~continue to manage our financial resources by optimising the facilities~~
~~available at Scalloway.~~

~~Regular reporting on the development of the Councils Performance Management~~
~~Framework and its main components allows progress to be monitored and~~

~~provides and opportunity for issues to be addressed new business initiatives for Scalloway and the small ports.~~

2 BACKGROUND

~~2.1 The creation of an Organisational Development Service was approved by the Council in February 2003 to enable a more focussed and better-resourced integrated service for;~~

- ~~2 Policy & Planning Coordination~~
- ~~2 Organisational Development and Structures~~
- ~~2 Community Planning & Focus~~
- ~~2 Best Value~~

~~2.2 The remit to deliver this agenda was seen to be vested in the new Executive Committee.~~

ESTALUEalueANDandERVICEserviceLANNINGlanning **Best Value AuditBackground**

~~The last redevelopment of Scalloway Harbour was conducted with the provision of an improved service to the fishing and aquaculture industries industry as its primary objective. The Commercial Quay and little consideration was and associated hard standing is for an infrastructure which would be is, or could be, attractive to operators involved in oil exploration and development north and wWest of Shetland.~~

~~Whilst there has been a slight upturn in fish landings in recent months the berths and harbour area at Scalloway are vastly generally under utilised. It is considered that the Council should make better use of the existing harbour facilities in Scalloway rather than further large scale capital expenditure.~~

~~It is understood that considerable exploration work is planned for in the near future infor the fields north and wWest of Shetland, including the Clair Field.~~

~~In recognising that opportunities exist for increasing the usage of Scalloway Harbour by supply vessels etc, the Small Ports Marketing Group directed the Harbour Authority to visit offsOff Shore operators to promote the financial benefits to be gained by using Scalloway as a base.~~

3.5 The visit was conducted on 1 – 3 May 2006 when eight meetings were arranged with companies involved in operations to the north and west of Shetland. The report by Accounts Commission on the Audit of Best Value and Community Planning in Shetland Islands Council is the subject of a special meeting of the Council tomorrow.

That meeting will consider and debate the report and also discuss the Council's response set out in the Council's Corporate Improvement Plan 2005 – 2008. Monitoring of implementation of that Improvement plan will be carried out by the Executive Committee.

Plan for Plan for

2.3 EDUCATION education ESTALUE value SERVICE REVIEW Service Review A Head of Service was appointed for Organisational Development on the 1st May and this report is a brief summary of the perceived key priorities for discussion.

3 ORGANISATIONAL DEVELOPMENT PRIORITIES Est Value Audit EST VALUE AUDIT

Service Reviews Outcome

As a result of the visit several of the companies indicated that they would seriously consider the possibility of using Scalloway ~~give the use of Scalloway serious consideration~~, particularly in view of the recent escalation in fuel prices and the rising cost of vessel charters.

~~BP is the major player to the West of Shetland and the meeting with two senior BP employees was~~ A major oil company had a very positive reaction to the use of Scalloway. However they felt that ~~positive with the proviso that some improvements were made~~ necessary to facilities at Scalloway ~~the port~~.

4.3 Additional facilities suggested by several of the companies were; increased fuel capacity, covered storage and crane services, ~~craneage~~. It was also suggested that a larger fork lift would be required should vessels make use of the ~~available~~ hard standing.

~~Budget Task Forces for Ferries and Social Work are progressing the review of these areas.~~

Service Planning Future Oil Related Business

All Services have now completed end of year outturn statements reviewing how service objectives were met last year and providing information on how services performed against their targets.

~~These outturn reports are available on the Councils intranet site and will also provide much of the information to be used in Public Performance Reporting later this year.~~

~~All Services have now completed Service Plans for the current year. Summaries of these plans are appended to this report with full versions again being available on the Intranet.~~

~~Officer and member monitoring of these Service Plans will be carried out in line with the Councils Performance Management Framework with 6, 9 and 12 month progress summaries available to Executive Committee.~~

~~These monitoring arrangements provide a range of private and public opportunities for service performance against targets and progress or issues on improvement actions to be discussed with Spokespersons, chairs and other interested members.~~

~~Executive Committee are expected to have the overall responsibility for these arrangements but may wish to undertake a number of approaches during this developmental phase to best understand which work most. With the planned increase in activities to the north and west of Shetland, opportunities exist for Scalloway to attract increased shipping movements by providing the facilities required for the offshore vessel operators.~~

~~It is not thought that the expectations of increased shipping is over optimistic as recent discussions with North Star Shipping have already resulted in that company increased usage of Scalloway as its base for north and west of Shetland.~~

~~The opportunity to benefit Scalloway Harbour from this increased offshore activity should be actively pursued.~~

~~Two additional offshore vessels per month would bring increase annual income by approximately £25000.~~

~~5.45 There is also the potential for local industry to benefit financially.~~

~~5.56 Discussions are ongoing with the operator of the fuel storage tanks at Scalloway for an additional tank to be installed.~~

~~5.67 It should be noted that this would be new business for Shetland and would not be to the detriment of other Shetland ports as the vessels in question currently use ports on the Scottish mainland effectively.~~

Other Possibilities

~~6.1 Interest has been expressed in operating small cruise liners into Scalloway, landing tourist coaches and private vehicles via ro-ro linkspan.~~

6.2 Should firm proposals for such a service be submitted a pontoon link span would be required. The advantage of a pontoon link-span is that it -would have a sell on value.

6.3 Shetland is being actively promoted as a destination for yachting and with the addition of shore facilities Blacksness could be an attractive destination for larger yachts.

7 ~~Proposals~~ ~~BEST VALUE RESOURCING~~ Best Value Resourcing Corporate Plan—

~~As this is perhaps the key political statement made by the Council it would seem appropriate that the Executive Committee forms the “working group” that develops the plan.~~

~~Officer support will primarily come from Organisational Development as other senior managers main function in relation to this plan will be to develop appropriate service responses to implement its objectives. These responses should be captured in the Service Plans, an area which the External Auditors felt warranted higher priority. Guidance is now sought on the timetable for corporate plan development.~~

~~3.2 Community Planning Board and Community Plan—~~ ~~With the Local Government Scotland Act, the Community Planning now has a statutory basis and the Council has an obligation to facilitate and co-ordinate the Community Planning process. The Community Planning Board is in the process of updating the Community Plan and would expect to inform and be informed by the Council’s Corporate Plan. The Community Plan, in general, must seek to balance economic, social and environmental objectives and reflect cross-cutting themes such as equality, health improvement and sustainable development. Council member appointment to the Community Planning Board is made by the Executive Committee. The last Council had a single political representative on the Community Planning Board; as there is a general wish to engage on environmental, economic and social themes a wider representation with links to each of the stakeholder forums may be an alternative option.~~

~~The Community Planning Board will have its next meeting on the 7th July and is continuing to update its community plan and develop supporting structures to strengthen effective community planning.~~

~~3.3 Best Value—~~ ~~Best value has also become a statutory duty with the adoption of the Local Government Scotland Act. The Council now has to “achieve continuous improvement in the performance of all its functions” and~~

~~provides the Accounts Commission with the power to ensure that is happening.~~

~~Locally Best Value has found progress limited beyond the Education Service Review and options will have to be examined to complete work in that area. In the short term this will be informed by the seminar on the 26th June. Regardless of the outcome regarding Education effective progress will also have to be made in other areas.~~

~~In the previous Council the Standing Committee was the “member working group” providing political leadership to this process. The Executive Committee are requested to confirm that it will assume that role from now on.~~

~~Following that confirmation a detailed review of the overall state of progress regarding service reviews and options for next steps will be brought forward.~~

3.4 Single Status ~~— The single status initiative to harmonise terms and conditions of staff is the biggest individual project being run out of Organisational Development. It is perhaps the biggest internal project the Council has ever undertaken and there are significant concerns about its timetable. An update report was provided to Council in February that overviewed progress and obtained approval to augment the project team with additional staff funded from existing Council budgets. Progress must now be made in this area and confirmation is sought from this committee that this project should continue to feature as a high priority for the service in order to achieve the implementation date of April 2005.~~

3.5 Staff Development and Training ~~— There is widespread agreement that the Council's main asset is their staff and that if any real service improvement is going to be delivered it will be through the development and better application of the skills and abilities of staff and members. A Performance Appraisal scheme for Executive Directors and Service Heads has been in place since June 2000 and it is necessary to consider the next stage in the natural development of this scheme which is to cascade to other levels within the organisation. There is currently much discussion and debate ongoing about how the Council's staff development functions should be organised with Induction, Management Development and the College and Training Section Reviews all currently happening. It seems likely the conclusion of all these reviews will identify the need for proper co-ordination of Staff Development requirements, including members, within the core of the organisation. That will probably require a Staff Development role to be re-established within the Personnel Service, however that will be the subject of future reports.~~

~~Currently the general views of the Executive Committee are invited on the relative priority of staff development, particularly on any member training and development issues, as efforts will be made to deal with these, if possible, without waiting for all reviews to be complete.~~

~~3.6 Communications – The last Council's Corporate Plan recognised the need to improve Council communications. To that end a Communications Strategy and Customer Care Guidelines have been prepared and are now ready to be brought forward for final discussion and implementation.~~

~~The overall package of work also includes revised Public and Staff Suggestion Schemes, and updated Complaints Scheme and a revised version of the Council's Corporate Styles and Standards. The strategy contains proposals regarding Internal, External and Media Communications and recommends that the vacant Communications Officer post is filled to provide a dedicated member of staff whose prime function is to assist and improve the Council in all aspects of its communications.~~

~~The responsibility for ensuring a corporate approach to communication has not been delegated to any Committee or officer, therefore a decision of Council will be sought prior to implementation, with detailed reports next cycle. However the views of the Executive Committee regarding the priority of this work area is sought to inform the planning of future activities within Organisational Development.~~

~~4~~ FINANCIAL IMPLICATIONS ~~Financial Implications~~

~~7.1 To meet the minimum requirements to be in a position to attract additional offshore shipping to Scalloway it is proposed that a suitably sized covered storage facility is installed.~~

~~7.2 It is proposed that a 10 tonne forklift be purchased. This size of vehicle is typical of that used for the movement of supply/stand-by vessel goods.~~

~~7.3 Officers should discuss with local crane operators procedures to ensure a crane is made available for oil related activities at Scalloway.~~

~~7.4 Confirm with fuel storage operator plans to install additional fuel tank.~~

Financial Implications

~~The proposals outlined in section 7 for a forklift and covered storage are estimated at £120,000, £50,000 and £200,000 respectively. Should the recommendations of this report be approved, officials will prepare a report to CPMT to seek approval for funds and for the project to be placed on the Council's capital program.~~

~~There are no direct financial implications associated with this report. There are no direct financial implications contained within this report.~~

~~4.1 Detailed proposals to progress each of the priority activities will be brought forward as required.~~

5 POLICY & DELEGATED AUTHORITY Policy & Delegated Authority

~~5.198.1 The Harbour Board has full delegated authority for oversight and decision making in respect of the management and operation of the Council's harbour undertaking in accordance with overall Council policy and the requirements of the Port Marine Safety Code (Minute References 19/03, 70/03 and 86/03). However, this report is for information only and there are no Policy and Delegated Authority issues to address. Corporate Performance Management The and Best Value are part of the remit of the Executive Committee. The Executive Committee has delegated authority to implement decisions within its remit for which overall objectives have been approved by the Council, in addition to appropriate budget provision (SIC 90/03).~~

~~Council is currently considering the delegated responsibilities and decision making powers of the Executive Committee. However the nomination of Member representation of the Community Planning Board was specifically delegated by the Council to the Executive Committee, Minute Ref SIC 70/03.~~

6 CONCLUSIONS Conclusions

~~6.1 Business opportunities exist for Scalloway Harbour with north and west of Shetland offshore activities if infrastructure is put in place.~~

~~109.2 The Small Ports Marketing Group should continue exploring possibilities for cruise vessels and large yachts calling at Scalloway Harbour.~~

~~It is important for the Council to use manage its performance effectively using the principles of best value as an effective tool in promoting continuous service improvement, which is also a statutory requirement.~~

RECOMMENDATIONS—Recommendations

~~That the Executive Committee note the contents of this report. Harbour Board recommends acquisition of covered storage facilities and a forklift (see section 7 above) and a report be presented to the CPMT for the project to be included into the Council's capital program.~~

~~110.2 That the Harbour Board supports further discussions by the Small Ports Marketing Group with parties interested in operating cruise visits to Scalloway.~~

~~I recommend that the Executive Committee~~

÷

~~7.1 Confirm member appointment(s) to the Community Planning Board, and~~

~~7.2 Note the other contents of this report.~~

Date: 22 May 2006~~1 March 2005~~^{10th June}~~nd November 2003~~November 2003
Our Ref: OR-O JBE/SM JRS/AMA/AMA Report No: P&H-
16-06-F~~CE-20-D131-D1~~

Report N^o:



Shetland Islands Council

REPORT

To: **Harbour Board** **1 June 2006**

From: **General Manager
Ports and Harbours Operations**

Report No: **P&H-17-06-F**

Subject: **Ports Project Monitoring Report**

1 Introduction

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

2 **Reserve Fund Programme Areas**

Dock Symbister – RCM 2309

The project has been delayed to financial year 2006/07. As a result of the meeting with Historic Scotland, a diving survey and inspection of the Peerie Dock has been carried out for final decision of the consulting engineer as to the repair method to be used. His visit has been confirmed as 23rd May and a verbal report will be given at this meeting of the Harbour Board.

Harbour Account

3.1 Plant, Vehicles and Equipment – PCM 2101

In this financial year the budget will be used to replace workshop equipment and Argocat rough terrain vehicles.

3.2 Navigational Aids, Sullom Voe – PCM 2104

A contract with Schlumberger's communications division was placed on 14 October 2005. Equipment will be delivered by 12 June with work scheduled to be complete by mid July. BT have completed laying a fibre optic cable to Vats Houlland which will carry the VHF communication data and control system to / from the VTS room at Sella Ness.

4 **Revenue Projects**

4.1 Sullom Voe Terminal Maintenance Contract

Contract re-commenced 17 April and includes work on all jetties.

5 Other Business

5.1 Walls Pier

Economic Development and Capital Projects are presently drawing up a project statement, which will be used together with a socio-economic report in order that a submission can be made to Capital Projects Management Team seeking approval for inclusion into the Capital Program.

5.2 Extension to Sella Ness pier, Sullom Voe

The Notice of Intention to Develop will be considered by the planning Sub-Committee on 31st May, when a decision will be made as to whether to amend the NID or refer it to the Scottish Ministers for their decision. No further work can be undertaken until the outcome of the NID is known and the developer of the fish meal/oil plant has committed to building the factory at Sella Ness.

5.3 Tug Replacement Programme

At ~~The~~ the full Council meeting held on the 17th of May approval was given to go out to tender for two replacement harbour tugs. Further approval will be required after consideration of a report from Finance Services outlining the most beneficial method of financing the vessels. The consulting naval architects are expected to be appointed by the 3rd of July. In the meantime an entry into the EU Journal and advertisements in the trade press have been placed seeking expressions of interest from shipyards. Work on the equipment specification has begun and will be complete before the tender documents are issued on or about 4th August. It is hoped to place a building contract by 30th November.

6 Financial Implications

6.1 This report is for information only. There are no other financial implications arising from this report.

7 Policy and Delegated Authority

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

8 Recommendations

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

Our Ref: OR-PP JTD/SM

22 May 2006



Shetland Islands Council

REPORT

To: **Harbour Board** **01 June 2006**

From: **General Manager**

Report No: **P&H-18-06-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.

- 2.1.2 There are, at present, fourteen first class pilots.

2.2 Scalloway

- 2.2.1 During April there were 5 acts of Pilotage.

- 2.2.2 There are three authorised pilots for Scalloway.

- 2.2.3 Since the last report, there have been no incidents, no reports of pilot gear failures and no problems with boarding and landing.

- 2.2.4 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

5.4 Appendix C gives the staffing position as at 30 April 2006 showing a total of 142 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 April and the cumulative totals for 2006.

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

5.2.1 There were no incidents during this period.

6 Financial Implications

6.1 There are no financial implications arising from this report.

7 Policy and Delegated Authority

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

8 Recommendation

- 8.1 This report is for noting.

Harbour Board

Staffing Position – 30 April 2006

Post	Established Posts		
	Actual		
		Comments	
General Manager	1	1	
Marine Officer/Pilots	14	14	
Operations Manager – Ports	1	1	
Operations Manager – Marine	1	1	
Port Safety Officers	2	2	
Launch Crew Skippers	6	6	
Launch Crew Skipper/Deckhands	3	3	
Launch Crew Deckhands	13	13	
Tug - Masters	14	14	
Tug - Chief Engineers	12	12	
Tug - 2 nd Engineers	9	9	
Tug - Mates	11	11	
Tug - GPRs'	3	6	3 Temp
Pier Master (Scalloway)	1	1	
Assistant Pier Masters (Scalloway)	2	2	
Engineering Assistant (Scalloway)	1	1	
Full Time Harbour Assistant	1	1	
Part Time Harbour Assistants	9	8	
Administration Manager	1	1	
Finance Assistants	4	4	
Clerical Assistant	3	3	
Clerical Assistant/Receptionist	1	2	Temp
Cook	1	1	
Superintendent Engineer – Marine	1	1	
Superintendent Engineer – Ports	1	1	
Maintenance Planning Engineer	1	1	
Engineering Supervisor	1	1	
Electrical Engineer	3	3	
Marine Engineer	3	3	
Welder/Fabricator	2	2	

Harbour Board - Thursday 01 June 2006
Agenda Item No. 04 - Public Appendix

Maintenance Engineer	1	1
Engineering Assistant	4	4
Apprentice – Electrical	1	1
Apprentice – Mechanical	1	1
General Assistant	2	2
Store Keeper	1	1
Senior Stores Assistant	1	1
Stores Assistant	2	2
Driver	1	1
Total	140	142

Appendix E

Ports & Harbours Operations

Abstract of Weather Caused Delays at 30 April 2006

	Monthly Totals			Cumu
	Days	Hours	Mins	Days
Berthing Suspension	03	23		12
Unberthing Suspension	00	00		00
Loading Suspension	00	00		00
Boatwork Suspension	01	14		12
Pilotage Suspension	00	00		00
Helicopter Usage	00	00		00
Tug/Pilot Standby	00	00		00
Total Disruption - all Causes	04	19		54
Actual Delays Due to Weather	02	10		54