



Shetland

Islands Council

MINUTE

‘A’ & ‘B’

**Harbour Board
Port Administration Building, Sella Ness
Friday 17 November 2006 at 10.30 a.m.**

Present:

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

Apologies:

N McCracken	W A Ratter
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In Attendance (Officers):

J T Dickson, General Manager, Ports & Harbours Operations
B Edwards, Operations Manager, Ports
A Inkster, Port Engineer
S Summers, Administration Manager
R Moore, Operations Manager, Marine
P Gray, Superintendent Engineer, Marine
L Gair, 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 28 September 2006, having been circulated, was confirmed.

21/06 – Extension to Sella Ness Pier

Mr W Tait and Mrs I J Hawkins advised the Board that the minute of the last meeting had not been amended to reflect Mr Tait's amendments made at the Council meeting on 1 November 2006. Mr Tait said at the last Harbour Board meeting he had asked what effect there would be to the Capital Programme as a result of the Sella Ness Pier situation. He said that he had specifically asked that if the Sella Ness Pier was to be held back on the programme, then he would like the West Pier, Scalloway taken forward.

24/06 Port Project Monitoring Report

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

Dock Symbister – RCM 2309

The Port Engineer said that they were waiting for final approval from Historic Scotland and advised that he had this morning received an email from them. The Port Engineer advised that Arch Henderson are to provide plans. He said this would then go to the Capital Project Management Team, and that the works should go ahead next year.

Navigational Aids, Sullom Voe – PCM 2104

The General Manager advised that the Scalloway software on the NAMC simulator is to be in place by end of November with the training programme to start in January.

Scalloway Harbour

The Marine Operations Manager advised the Board that he had intended to include information in the report regarding the CPMT recommendations on Scalloway Harbour. He advised that CPMT noted that a return was expected within three years or so and rated the investment a good risk. The Marine Operations Manager advised that he would provide information in support of the report, Appendix A.

The Port Engineer advised that the Invitation to Tender for the Warehouse was nearly ready with two companies willing to tender. He advised that the technical specification would be sent out in the next week or so and be back by Christmas. He advised that he had spoken with Planning Services and that there had been no problems or objections. The Port Engineer advised that obtaining the steel for the building was the only variable in this project.

Scalloway Oil Support RCM2312

The General Manager advised that they were waiting for SBS to make a decision on the increase in bunker capacity. The Ports Operations Manager advised the Board that he had been on the mainland and had met with various companies, two of which had mentioned that the increase in bunker capacity would be an added attraction to using Scalloway Harbour.

Walls Pier

The Port Engineer advised that design options are being costed, but there is no update.

Extension to Sella Ness Pier

The General Manager advised that the Reporter is to visit the location of the outfall pipe on 24 November, but her office has advised there is no need for a meeting during her visit.

Tug Replacement Programme

The General Manager advised that the three tenders received have been opened, one is within budget and two were not. He advised that more information will to be sought from the company who tendered within budget and this will be passed to the Head of Finance with the view to a report being presented to Council on 13 December. The

General Manager advised that technical visits to two shipyards would take place on 11 December.

In response to a query from Mr W Tait, the General Manager advised that there would be ongoing supervision during the building of the vessel and there would be regular site visits. He advised the Board that there was a good building specification and there would be no compromise on the vessel design.

Uyeasound

The General Manager advised that the pre-qualification process was complete and that five companies will be invited to tender should Council approval be given after the review of the Capital programme.

25/06

Port Operations Report

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

The Ports Operations Manager advised the Board that he had been to the mainland earlier in the week and had met with three companies on Monday and four on Tuesday. He added that all companies said that if they had business West of Shetland they would use Scalloway. One company could see that progress was being made on improving the services and realised that we were serious about attracting their business.

The Port Operations Manager added that the warehouse was viewed as being a useful building for storing emergency spares. He said that one company expressed their need for Baryte, and the Port Operations Manager was of the opinion that this would be something to consider and said he would seek costings for this to see if it would be practical. The Ports Operations Manager advised that he had spoken to CTC who are tendering for jobs West of Shetland and they had said that it would be useful to use Scalloway Harbour.

In response to a query from the Chairman, the Ports Operations Manager said that Companies would send their vessels to Scalloway, but the Skippers are concerned that they won't be able to berth, which would not be a problem if we had an increased berthage.

The Chairman stated that it was important to market Scalloway Harbour at shows. The Ports Operations Manager agreed but suggested that a follow up meeting with these same companies would be useful and felt it appropriate to visit them again in March/April 2007, the Board agreed.

The General Manager added that companies are aware that one of the benefits of using Scalloway Harbour is that it would reduce the carbon emissions from their vessels.

In response to a query from the Chairman, Mrs I J Hawkins informed the Board that Jorgen Scharkosi from the Shetland and Orkney Touring

Company has been invited to the next meeting of the Small Ports Monitoring Meeting.

Ship-To-Ship Transfers

The General Manager said that there is increased activity at Sullom Voe. Mrs I J Hawkins advised that a report was being prepared for the Infrastructure Committee, by Environmental Liaison Officer, KIMO on the business that could be attracted to Sullom Voe. The General Manager said that when marketing Sullom Voe, the main advantages are that the vessels are secured in sheltered waters, the cargo can be measured accurately before and after transfers and there is immediate access to the emergency services. He added that Sullom Voe has a 27 year long service record and Jetty 4 is the best for transfers.

Mr J Simpson brought attention to the appendices to the report stating that the graphs were encouraging. The Port Operations Manager advised that the Northstar ship does not come to Scalloway Harbour anymore, which is a loss of regular business. Mrs I J Hawkins said that it was encouraging to see such good fish landings at Scalloway Harbour.

Radar Coverage – Weather Forecasting

Mr E J Knight advised the board that he had been at a Harbour Master Transport Meeting where they had discussed radar coverage for weather forecasting. The General Manager advised that Shetland is the only area not included in the radar. Following discussion Members agreed that the General Manager write to the Chairman of Shetland Transport Partnership and the Ferries Board requesting that this be followed up.

The meeting concluded at 11am.

CHAIRPERSON

CPMT Recommendation: Scalloway Harbour

In support of your report you noted that this year so far there had been three times the number of oil support vessels using the facilities at Scalloway compared to last.

This was attributed to a number of factors, the increased price of oil/fuel and the increased activity in the oilfields to the west of Shetland.

CPMT wondered how long the activity would last but you explained development to the west would continue for many years to come. Indeed you noted that a proportion of the new traffic was from vessels servicing the existing oilfields.

CPMT noted that a return was expected within three years or so and rated the investment a good risk.

You also noted that you had already received approaches to rent the proposed warehouse space before it was built.

However, CPMT was unwilling to approve the £75k in respect of the visiting yachts facility and said that that should be submitted on a separate justification.

CPMT would recommend £360k for the project and authorise £25k in advance for design works, etc to proceed.

You should report to the Harbour Board accordingly.



REPORT

To: **Harbour Board** **11 January 2007**

From: **General Manager**

Report No: **P&H-02-07-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

- 2.1 Dock Symbister – RCM 2309
As per previous report the status remains unchanged. Agreement has been reached on this project although still awaiting final approval from Historic Scotland.

3 Harbour Account

- 3.1 Plant, Vehicles and Equipment – PCM 2101
Budget will be fully utilized by the end of the financial year.
- 3.2 Navigational Aids, Sullom Voe – PCM 2104
New software for the Scalloway simulator has now been installed and is currently being fine-tuned. It is hoped that training can commence from the 3rd week in January.

4 Revenue Projects

- 4.1 Sullom Voe Terminal Maintenance Contract
As per previous report the contract has been reported as 95% complete for this year. Painting is due to recommence April 2007. 2007 will be the third year of the 3 year contract. Tenders for the new contract will be issued late 2007.

5 Other Business

5.1 Walls Pier

The first part of the feasibility study has been received by Capital Projects. Capital Projects have passed their comments to the Economic Development Unit and are about to prepare a number of costed design options, which will allow the feasibility study to be completed.

5.2 Extension to Sella Ness pier, Sullom Voe

The project remains on the Capital Programme but is not expected to be included in the 07 / 08 budgets due to its position on the prioritisation list.

5.3 Tug Replacement Programme

Technical visits have been carried out at two of the yards. The General Manager, Ports & Harbours Operations will give a verbal report to the Board on the current status.

5.4 Uyeasound

Short-listing for the pre-qualification questionnaires has been completed. Issue of tender documentation is dependant upon the outcome of the ongoing prioritisation of the Capital Programme. The revised programme is expected to be finalised by late January 2007. The Harbour Revision Order, which is required to be in place prior to other consents, is also scheduled to be completed by the end of January 2007. The project commencement date will be subject to the position on prioritisation list.

5.5 Scalloway

Fendering of the West Pier is hoped to be complete early 2007. A new forklift has been ordered and delivery is expected early January.

Construction of the warehouse is currently out to tender. Tender returns are expected early January.

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 RM/SM

22 December 2006



REPORT

To: Harbour Board

11 January 2007

From: General Manager

Report No: P&H-03-07-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 November there were 15 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

3.1 Appendix C gives the staffing position as at 30 November 2006 showing a total of 137 staff.

4 Port Operations

4.1 Sullom Voe

4.1.1 Appendix D shows the exports and imports at the Port of Sullom Voe.

4.1.2 Appendix E is an abstract of weather delays for November and the cumulative totals for 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 On 06 December 2006, the Norwegian tanker SKS Trinity failed to properly secure the safety rope which is part of the boarding system for pilots. This resulted in a near miss when the pilot was boarding the ship for the inbound passage. The ship's master was informed of the incident and warned as to the possible consequences in the event of any further such incidents. An onboard investigation was conducted and a warranty received from the Master regarding future visits.

5.2 Pollution Incidents

5.2.2 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.

Our Reference: PO-OR JBE/SM

Date: 29 December 2006

Staffing Position – 31 November 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		12	11
Tug - Chief Engineers		12	12
Tug - 2 nd Engineers		9	9
Tug - Mates		12	12
Tug - GPRs'		3	3
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	2
Clerical Assistant/Receptionist		1	2
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
Maintenance Engineer		1	1
Engineering Assistant		4	4

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Harbour Board - Thursday 11 January 2007

Agenda Item No. 02 - Public Appendix

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	138	137



REPORT

To: ~~Executive Committee~~ Harbour Board
~~June January 2007~~ ~~24th June 2003~~ ~~2005th~~

~~222211~~

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

~~REPORT No~~ ~~Report No.:~~ ~~GE-P&H-????01-07-F31-~~
~~D120-D1~~

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

~~1~~ INTRODUCTION Introduction

~~4.4~~ 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 a recent visit to Aberdeen-based operators of off-shore support
vessels with the purpose of attracting new business to Scalloway
Harbour.

1.2 This was a follow-up to a similar visit in April 2006

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 Ports and Harbours Operations continues to manage its 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 an opportunity for issues to be addressed. new business initiatives for Scalloway and the small ports.~~

~~2~~ **BACKGROUND** 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;~~

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

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

~~EST~~ ~~est~~ ~~ALUE~~ ~~alue~~ ~~AND~~ ~~and~~ ~~ERVICE~~ ~~ervice~~ ~~ANNING~~ ~~lanning~~

Best Value Audit Background

The redevelopment of Scalloway Harbour was conducted with the provision of an improved service to the fishing industry as its primary objective and little – consideration for an infrastructure which would be attractive to operators involved in oil exploration and development West of Shetland.

Whilst there has been a slight upturn in fish landings in recent months the berths and harbour area at Scalloway are vastly under-utilised.

It is understood that considerable exploration work is planned for the near future in the fields West 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 Off-shore operators to promote the financial benefits to be gained by them in using Scalloway Harbour as a base for their vessels.

3.5 The visit was conducted 13th – 15th November 2006 when eight meetings were arranged with companies involved in operations to the 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 Councils response set out in the Councils Corporate Improvement Plan 2005 – 2008. Monitoring of implementation of that Improvement plan will be carried out by the Executive Committee.~~

3.6 Four of the meetings were to build on contacts made during the visit in May 2006, whilst another four companies, identified as potential customers, were visited for the first time.

Plan for Plan for

~~2.3 EDUCATION education ESTALUE alue 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~~ Sest Value Audit ~~EST VALUE AUDIT~~ Service Reviews Outcome

As a result of the visit all companies indicated that they would give the use of Scalloway serious consideration, particularly in view of fuel prices and the continuing rise in the charter costs of some of these specialised vessels.

BP is the major player to the West of Shetland and the meeting with two senior BP employees was positive, particularly when they were informed of improvements being made to facilities at Scalloway resulting from the earlier meeting with them.

4.3 Additional facilities suggested by several of the companies were:

4.3.1 ~~increased~~ Increased fuel capacity,

4.3.2 ~~increasing~~ Increasing draft by between 0.5m and 1m,

4.3.3 ~~provision~~ Provision of a baryte silo.

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 West of Shetland, opportunities exist for Scalloway to continue to attract increased shipping movements by providing the facilities required for the offshore vessel operators. Harbour income increased considerably subsequent to the visit in May 2006.~~

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

~~The success of this more recent visit will not be evident until after the offshore contracts for 2007 are awarded in the near future.~~

~~Baryte is a product used in offshore exploration and is often required at short notice.~~

~~5.5 There is also the potential for local industry to benefit financially as happened following the visit in May 2006.~~

~~5.6 Discussions are ongoing with the operator of the fuel storage tanks at Scalloway for an additional tank to be installed. It had been hoped that this would be in place by now, particularly in light of the agreed financial assistance with the installation costs.~~

~~5.7 The present water depth at Scalloway means that the larger vessels operating to the West of Shetland are unable to use Scalloway. Additionally, some of those vessels which could be expected to use Scalloway require a metre clearance below the vessel, not the 0.5m considered by the Harbour Authority as the minimum safe clearance.effectively.~~

6 ~~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

Conduct a cost benefit analysis for the installation and operation of a baryte facility.

Pursue with the fuel storage operator the installation of an additional tank as previously agreed.

Further explore whether increasing the harbour's water depth could be justified financially by any anticipated increase in shipping.

6.4 Conduct a follow-up visit in April/May 2007.

Financial Implications

There are no financial implications arising from this report. -Costs can be met from within existing resources to fund the proposals detailed in paragraph 6. Any financial implications arising from outcome of the proposals will be reported separately.

~~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

~~5.1~~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 (Minute References 19/03, 70/03 and 86/03). The purpose of this report is to seek the Harbour Board's approval to continue with the pursuit of additional West of Shetland business for Scalloway Harbour.~~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

~~6.4~~Business opportunities exist for Scalloway Harbour to continue to benefit with West of Shetland offshore activities if infrastructure is put in place.
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.

~~7~~RECOMMENDATIONS—Recommendations

~~I recommend that the~~~~That the~~ Executive Committee note the contents of this report. Harbour Board ~~supports~~approve the proposals in Section 6.

~~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: 29/12/06

~~1 March 2005~~^{10th} June ~~November 2003~~nd November 2003

Our Ref: OR-O JRS/AMAAMA Report No: P&H-

01-07-FCE-20-D131-D1

Report N^o: