

**Environment & Transport Committee****20 November 2013****Management Accounts for Environment & Transport Committee:
2013/14 – Projected Outturn at Quarter 2****F-060-F****Report Presented by Executive Manager -
Finance****Corporate Services****1. Summary**

- 1.1 The purpose of this report is to enable the Environment & Transport Committee to monitor the financial performance of services within its remit to ensure that expenditure incurred and income generated will be delivered within the approved budget. This report is on the projected outturn position for the year as at the end of the first quarter for revenue, capital and trading accounts.
- 1.2 The projected outturn position for Infrastructure Services is an underspend of £176k on revenue, a reduction in surplus of £50k on the trading accounts and an underspend of £147k on capital.

2. Decision Required

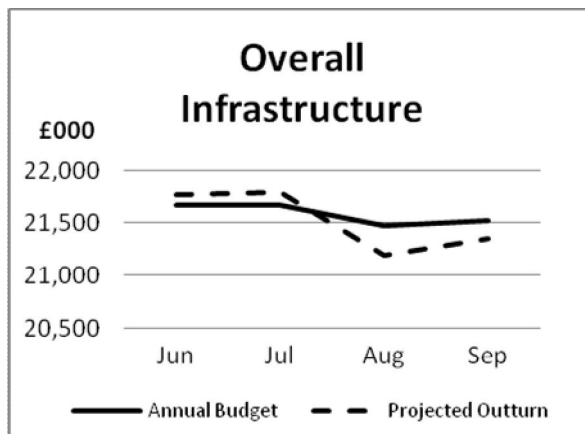
- 2.1 The Environment & Transport Committee is asked to RESOLVE to:
- review the Management Accounts showing the projected outturn position at Quarter 2;
 - instruct the Director of Infrastructure to ensure that the approved budget is achieved by the end of the year.

3. Detail

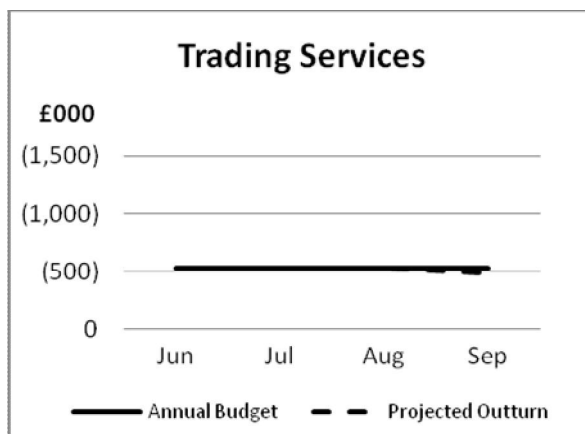
- 3.1 On 20 February 2013 (SIC Min Ref: 9/13) the Council approved the 2013/14 revenue and capital budgets for the Council (including the General Fund, Harbour Account, Housing Revenue Account, Trading Accounts and Spend to Save) requiring a draw from reserves of £27.768m. This is still at an

unsustainably high level and will need to be reduced to ensure that the Council's reserves are not depleted further in the short term.

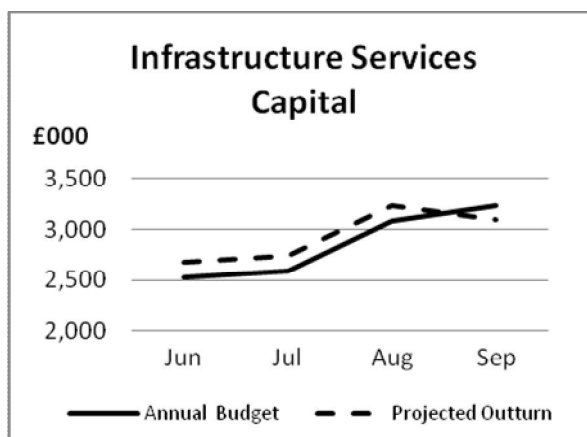
- 3.2 All charts in this report show a scale range of £1.5m which increases in increments of £500k; therefore they show variances for each service at the same scale, regardless of the size of budget, and the "at a glance" variance position can be compared between charts.
- 3.3 The projected revenue outturn position for Infrastructure Services is an underspend of £176k (0.8%), shown on the following chart, and explained in further detail in Appendix 1 attached:



- 3.4 The projected outturn position on the Infrastructure Services trading accounts is a reduction in surplus income of £50k (9.5%), shown on the following chart, and explained in further detail in Appendix 1 attached:



- 3.5 The projected outturn position on Infrastructure Services' capital project expenditure is an underspend of £147k (4.5%), shown on the following chart, and explained in further detail in Appendix 2 attached:



4. Implications

Strategic

4.1 Delivery On Corporate Priorities

There is a specific objective within the Corporate Plan to ensure that the Council is “living within our means” with a range of measures which will enable the Council to achieve financial sustainability over the next 4 years, and line up spending with priorities and continue to have significant reserves.

The Medium Term Financial Plan also includes a stated objective to achieve financial sustainability over the lifetime of the Council.

4.2 Community /Stakeholder Issues – None.

4.3 Policy And/Or Delegated Authority

Section 2.1.2(3) of the Council's Scheme of Administration and Delegations states that the Committee may exercise and perform all powers and duties of the Council in relation to any function, matter, service or undertaking delegated to it by the Council. The Council approved both revenue and capital budgets for the 2013/14 financial year. This report provides information to enable the Committee to ensure that the services within its remit are operating within the approved budgets.

4.4 Risk Management

There is a risk that revenue services and capital projects will not be delivered within the approved 2013/14 budget resulting in an additional draw on reserves, which is unsustainable. Failure to deliver the 2013/14 budgets may result in the Council failing to deliver its Corporate Plan and Medium Term Financial Plan.

4.5 Equalities, Health And Human Rights – None.

4.6 Environmental – None.

Resources

4.7 Financial

- 4.7.1 At present the Council's level of expenditure is not sustainable and, if left unchecked, will result in reserves continuing to decrease further, eventually becoming fully depleted.
- 4.7.2 Any instances whereby a budget is overspent, savings targets are not being achieved, or there is growth in a budget, will have a direct impact on the Council's reserves. It is therefore vital to the future economic wellbeing of the Council that its budget is delivered in full with no further growth.
- 4.7.3 The projected outturn revenue position for Infrastructure Services is an underspend of £176k, relating mainly to increased income from higher volumes of waste and vacancies across the whole of Infrastructure, offset by lower ferry fare income and essential maintenance work for Tingwall Airport.
- 4.7.4 The trading accounts are projecting a decreased surplus of £50k relating to work undertaken at Happyhansel School, which took longer than anticipated.
- 4.7.5 The projected outturn for Infrastructure Services' capital projects is a £147k underspend, relating to the landfill capping project which has come in under contract tender estimate and underspending against budget on two bridges projects which have been re-profiled to next year.
- 4.7.6 The Infrastructure Management Team are closely monitoring the position and a continued downward pressure on spending throughout the rest of the year will be maintained in order to ensure that spend remains within budget.

4.8 Legal – None.

4.9 Human Resources – None.

4.10 Assets And Property – None.

5. Conclusions

- 5.1 The projected outturn position for the services under the remit of the Environment & Transport Committee is an underspend of £176k on revenue, a reduced surplus of £50k on the trading accounts, and an underspend of £147k on capital projects.

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List of Appendices

Appendix 1 - Infrastructure Services – Projected Revenue Outturn Position 2013/14

Appendix 2 – Infrastructure Services – Projected Capital Outturn Position 2013/14

Background documents:

[Approved Budget Report, SIC 20 February 2013](#)

END

Infrastructure Services

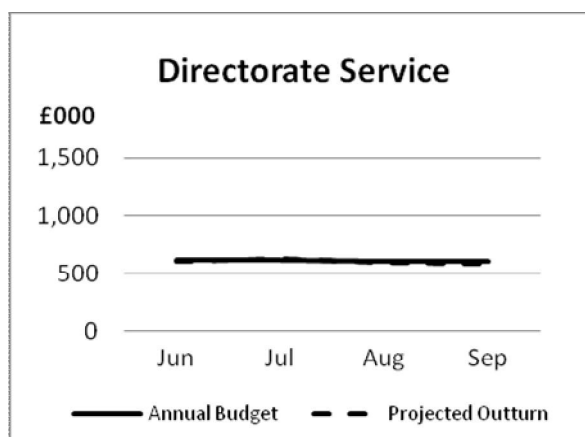
Projected Revenue Outturn Position 2013/14

Description	Annual Budget 2013/14 £000	Projected Outturn 2013/14 £000	Budget v Proj. Outturn Variance (Adv)/ Pos £000
Directorate	601	581	20
Environmental Services	4,521	4,179	342
Ferry Operations	10,322	10,591	(269)
Roads Service	5,287	5,279	8
Building & Transport Operations	790	715	75
Total Controllable Costs	21,521	21,345	176

Building Services Trading Account	(68)	(18)	(50)
Roads Service Trading Account	(463)	(463)	0
Trading Account Surplus	(531)	(481)	(50)

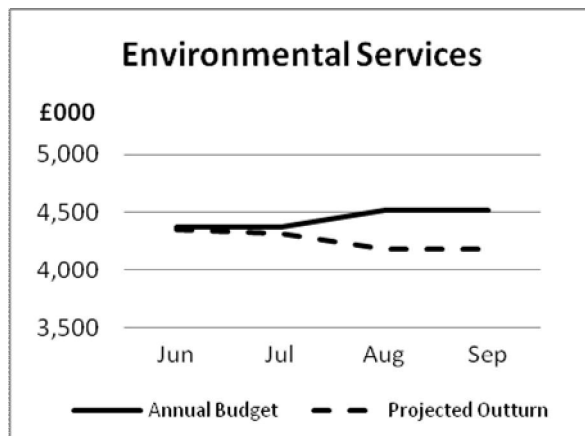
Explanation of Projected Revenue Outturn Position:

- **Directorate** - £20k (3.4%) projected outturn underspend – this relates to underspending on staff costs due to vacancies.

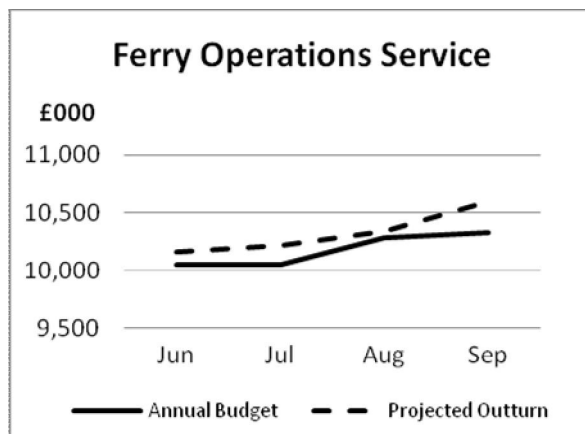


- **Environmental Services** - £342k (7.6%) projected outturn underspend – this relates to increased income due to a higher volume of waste at the Landfill Site and Energy Recovery Plant (£445k), a reduction in Private Sector Housing Grant spend for large projects (£150k), and general underspending across the service

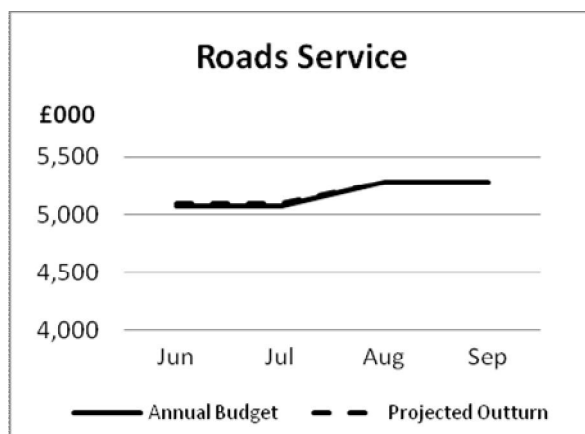
(£16k), offset by additional expenditure on essential maintenance at Tingwall Airport (£269k).



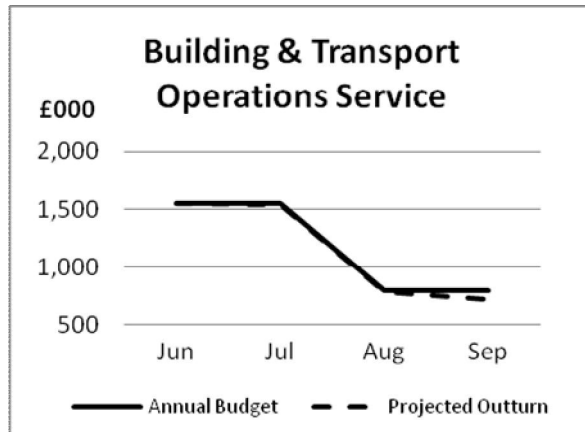
- **Ferry Operations** - £269k (2.6%) projected outturn overspend – this projection relates to underachievement of ferry fare income (£241k), additional costs for the delay in implementing the new timetable (£100k), additional costs for repairs to Gutcher ferry terminal (£40k), offset by underspending on ferry fuel under the new fuel contract (£86k) and other general underspending (£26k).



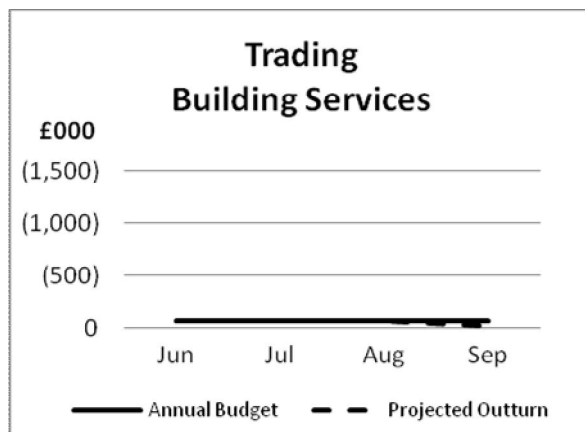
- **Roads Service** - £8k (0.1%) projected outturn underspend – it is projected that there will be minor underspending across this service area.



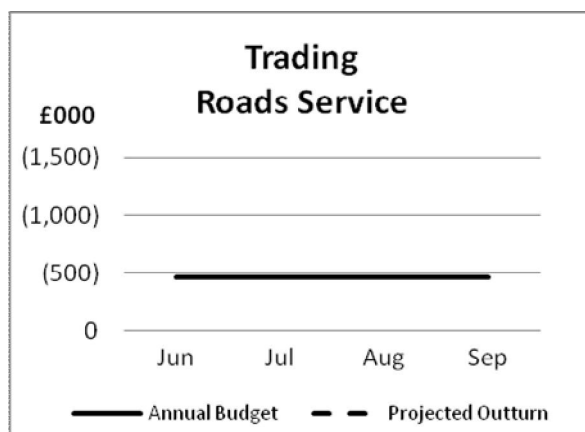
- **Building & Transport Operations** – £75k (9.5%) projected outturn underspend – this relates mainly to a reduction in employee costs due to vacancies. The step change in this overall budget relates to a change in the accounting treatment of fleet maintenance budgets, they are now accounted for as controllable within each service area throughout the Council and have been removed from this service budget.



- **Building Services Trading Account** – £50k (73.7%) projected reduction in surplus income due to increased costs for the Happyhansel School extension as the job took longer than anticipated to complete.



- **Roads Service Trading Account** – projected outturn on target.

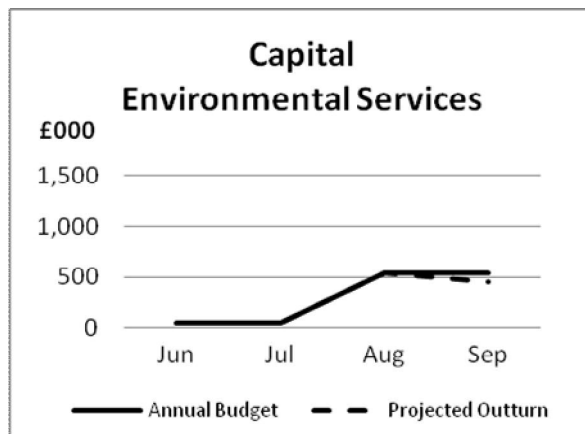


Infrastructure Services**Projected Capital Outturn Position 2013/14**

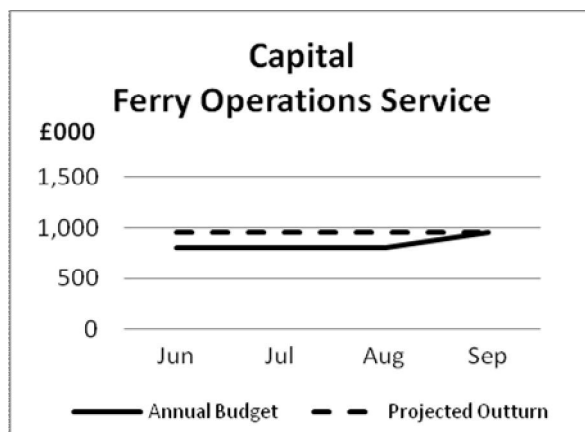
	£000	£000	(Adv)/ Pos £000
Environmental Services	545	445	100
Ferry Operations	955	955	0
Roads Service	1,053	1,006	47
Building & Transport Operations	682	682	0
Total Costs	3,235	3,088	147

Explanation of Projected Capital Outturn Position:

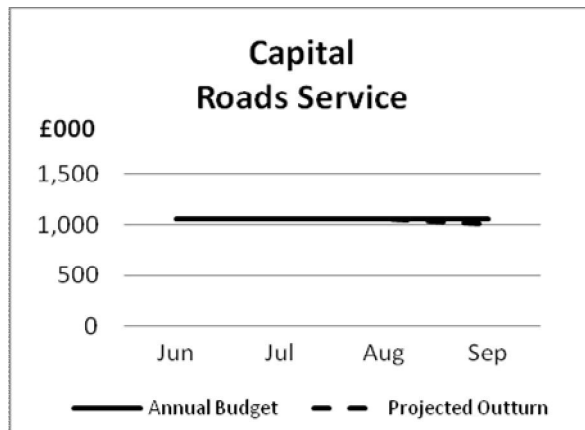
- **Environmental Services** - £100k (18.3%) projected outturn underspend – this relates to the Landfill Capping project coming in under contract tender estimate. The step change in this budget is due to this project being approved during the second quarter of the year.



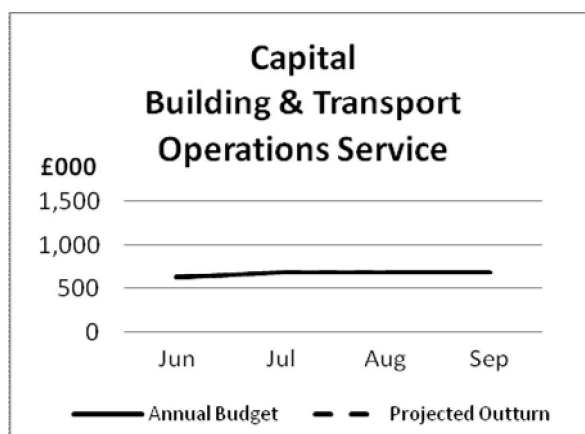
- **Ferry Operations** – projected outturn on target.



- **Roads Service** - £47k (4.5%) projected outturn underspend relating to the slippage of two small bridge projects into 2014/15.



- **Building & Transport Operations** - projected outturn on target.





Special Environment and Transport Committee

20 November 2013

2014-15 Budget and Charging Proposals Environment and Transport Committee

F-054-F

Report Presented by Executive Manager – Finance

Corporate Services

1.0 Summary

- 1.1 The purpose of this report is to enable the Environment and Transport Committee to consider the controllable budget proposals for the services within the Committee's remit, which will in turn contribute towards ensuring that the Infrastructure Directorate meets its Target Operating Budgets as set out in the Medium Term Financial Plan.
- 1.2 The summary budget proposals for the services under the remit of the Environment and Transport Committee are £20.601m against a revised Target Operating Budget of £20.661m, split by service area as follows:

Service	2014-15 Proposed Budget £000
Infrastructure Directorate	520
Building & Transport Operations	734
Environmental Services	3,978
Ferry Operations	11,388
Roads	3,981
TOTAL	20,601

2.0 Decision Required

2.1 The Environment and Transport Committee RESOLVE to RECOMMEND to Executive Committee and the Council that it:

- Approves the budget proposals for 2014-15 included within this report and set out in detail in the Budget Activity Sheet (Appendix 2) and Charging Sheet (Appendix 3).

3.0 Background

3.1 The Council agreed its Medium Term Financial Plan on 28 August 2013 (min ref 71/13), which sets out an integrated budgeting and reserves strategy for the lifetime of the current Council.

3.2 As part of the budgeting strategy, each of the Council's directorates was provided with a Target Operating Budget. Each Director has subsequently developed their directorate budget proposals within these targets for 2014-15. The total savings requirement built into the original target for the services within the remit of this Committee was £2,505k. The proposals in this report show how this will be delivered.

3.3 The Target Operating Budget for 2014-15 was set as follows:

Directorate	Original Target 2014-15 £000	Budget Transfers £000	Cost Pressures £000	Revised Target 2014-15 £000
Infrastructure Services	19,025	1,367	269	20,661

3.4 By adhering to these Target Operating Budgets, Members will ensure that the organisation takes a significant step towards achieving a financially sustainable position within the lifetime of the current Council.

3.5 The Environment and Transport Committee oversees the following Council Services:

- Infrastructure Directorate
- Building and Transport Operations
- Environmental Services
- Ferry Operations
- Roads

3.6 Appendix 1 contains a reconciliation of how the budget proposals for the services within Directorates are aligned to the remit of this Committee.

- 3.7 The approach taken to develop these budget proposals was incremental budgeting, which means that the costs of each service were built up using existing budgets as the base-line, at all times ensuring activities are to be carried out in the most efficient way.
- 3.8 Where the service has been subject to a SOFIE (Sussing Out Further Internal Efficiencies) review, the recommendations have been included in the budget proposals where possible. Any SOFIE review savings not included in 2014/15 will be incorporated in future years' budgets.
- 3.9 An exercise was then undertaken to prioritise the activities undertaken by the Council according to how they contribute to the Council's Corporate Plan.
- 3.10 The results of this detailed budget work have been captured in a detailed Budget Activity Sheet, attached as Appendix 2.
- 3.11 The proposed charging structure included in the budget proposals for the Infrastructure Directorate is attached as Appendix 3.
- 3.12 The next section of this report summarises the key budgetary changes which are detailed in the Directorate Budget Activity Sheet.

4.0 2014-15 Budget Proposals

The following sections describe the proposed budget for 2014/15 which has been adjusted for cost pressures and service transfers.

4.1 Infrastructure Directorate – Proposed Budget - £520k

New measures which have been incorporated to achieve the proposed Directorate budget are detailed as follows:

- Reduction in 2 fte admin posts.

4.2 Building & Transport Operations – Proposed Budget - £734k

New measures which have been incorporated to achieve the proposed Building & Transport Operations budget are detailed as follows:

- Increased income from Energy Company Obligation survey work and commercial Energy Property Certificates.

4.3 Environmental Services – Proposed Budget - £3.978m

New measures which have been incorporated to achieve the proposed Environmental Services budget are detailed as follows:

- Environmental Health: increased income from hygiene audits, house clearances, pest control and needle sweeps; reduction in Private

Sector Housing Grant budget; reduction in travel, fuel & staffing costs;

- Trading Standards: reduction of 1 fte post and removal of ISO accreditation;
- Tingwall Airport & Other Airstrips: increased charging income and reduction in maintenance budgets;
- Landfill Site: increased income on gate fees and metal sales, and reduction in haulage costs;
- Energy Recovery Plant: increased income on gate fees and sale of heat;
- Street Cleansing: reduction of 3 fte posts;
- Refuse Collection: reduction of 1 fte post and increased commercial waste income;
- Skip Contract: increased income;
- Grounds Maintenance: service to be re-tendered;
- Burial Grounds: reduction of 2 fte posts, reduction in maintenance budgets and increased fee income.

4.4 Ferry Operations – Proposed Budget - £11.388m

New measures which have been incorporated to achieve the proposed Ferry Services budget are detailed as follows:

- Berthing charge for use of ferry terminals, these shore-based assets have been transferred to Ports & Harbours in line with Audit Scotland's recommendation.

4.5 Roads – Proposed Budget - £3.981m

New measures which have been incorporated to achieve the proposed Roads budget are detailed as follows:

- Streetlighting: reduction in inspections;
- Street Furniture: reduction to essential repairs only;
- Inspections: reduction in 1 fte post;
- Roads Authority Functions: reduction in 1 fte post;
- Maintenance & External Project Design: increased income for design of external projects;
- Scord Quarry: increased income relating to Total and Kergord Road projects.

5.0 Implications

Strategic

5.1 Delivery On Corporate Priorities

The budget has been produced bearing in mind the Corporate Plan which states that there is to be financial sustainability and balance

across all sectors with efficient and responsive public services and a reduced reliance on the public sector.

5.2 Community /Stakeholder Issues

None.

5.3 Policy And/Or Delegated Authority

As set out in paragraph 2.3.1 of the Council's Scheme of Administration and Delegation, the Environment and Transport Committee has delegated authority to advise the Executive Committee and the Council in the development of service, objectives, policies and plans concerned with service delivery.

The Council approved the Medium Term Financial Plan on 28 August 2013 (Min Ref 71/13). This set the parameters for the 2014-15 revenue budget and allocated the available resources amongst Directorates.

Approval of the revenue budget is a matter referred to Executive Committee to provide recommendations to the Council, as set out in Section 2.2.1(6b) of the Council's Scheme of Administration and Delegation.

5.4 Risk Management

A failure to meet the challenging reductions in overall budget spending levels will result in the Council utilising all of its reserves.

5.5 Equalities, Health And Human Rights

None.

5.6 Environmental

The proposals in this report will have both positive and negative impact on the environment. Reductions in the level of service provided will in many areas reduce the use of fossil fuels and reduce the Council and Shetlands overall carbon footprint. However, reductions in the management of the Council's assets and street cleansing may have a negative impact on the visual environment.

Resources

5.7 Financial

5.7.1 This report presents budget proposals that are consistent with the budget strategy included within the Medium Term Financial Plan. The Infrastructure Directorate is proposing an overall budget of £20.601m which is below the target operating budget by £60k.

5.7.2 Any decision to recommend changes to the proposals in this report will result in an increased or decreased draw on reserves,

and may result in not meeting the targets in the Medium Term Financial Plan. This will require a formal amendment and be fully quantified in the Committee decision.

5.7.3 Any in-year costs associated with early retirements or redundancies arising from the 2014-15 budget proposals will be met from a central contingency budget which will be addressed in the overall budget report to Council.

5.8 Legal

The proposals in this report will allow the Council to meet its statutory requirements and to ensure that those services meet the appropriate legislative requirements. Overall priority has been given to services which the Council has a statutory requirement to provide with a lower priority being given to those services which are discretionary services.

5.9 Human Resources

The service levels proposed for 2013/14 will result in a reduction in overall staffing levels within the Directorate. The processes outlined within the Council's 'Policy for Re-organisational Restructure' will be applied when dealing with the staffing implications of any decisions taken affecting staffing structures.

5.10 Assets And Property

The reduction in maintenance of the Council's assets will lead to an increased rate of deterioration in these assets. However a risk based approach will be taken to the management of these assets to minimise the deterioration and potential failure of assets over the life of the medium term financial plan.

Where possible unused assets will be disposed of to reduce ongoing revenue costs and maximise the capital receipts for the Council.

6.0 Conclusions

6.1 The proposals in this report meet the Target Operating Budget in the Medium Term Financial Plan for the Infrastructure Directorate.

6.2 These proposals will enable the Infrastructure Directorate to move towards meeting the requirements of the Medium Term Financial Plan in future years within the term of this Council.

6.3 The budgets have been prioritised according to how they contribute to the Corporate Plan.

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List of Appendices

Appendix 1 – 2014-15 Reconciliation of Directorates' Proposed Budgets to
Committees

Appendix 2 – 2014-15 Infrastructure Directorate Budget Activity Sheet

Appendix 3 – 2014-15 Infrastructure Directorate Schedule of Charges

END

2014-15 Reconciliation of Directorates' Proposed Budgets to Committees

Directorate	Development Committee £000	Social Services Committee £000	Education & Families Committee £000	Environment & Transport Committee £000	Executive Committee £000	Total £000
Executive & Corporate Services					11,596	11,596
Children's Services		1,360	39,124			40,484
Community Care		19,953				19,953
Development	9,903	2,436	727			13,066
Infrastructure				20,601		20,601
TOTAL	9,903	23,749	39,851	20,601	11,596	105,700

Service	Activity	FTE	Proposed Budget £	Red Amber Green	Proposed Service Level
Infrastructure Directorate	Directorate	2.00	161,031	G	No change
Infrastructure Directorate	Administration	10.63	359,518	A	Reduction of 2 fte admin posts
Building & Transport Ops	Building Services	35.70	370,796	G	No change
Building & Transport Ops	Gremista Store	3.00	0	G	No change
Building & Transport Ops	Bus Operations	1.89	38,190	G	No change – Viking Bus Station review approved by SIC implemented in 13/14
Building & Transport Ops	Fleet	14.03	101,884	G	No change
Building & Transport Ops	Waste Prevention	0.85	36,697	G	No change
Building & Transport Ops	Energy	4.45	186,061	A	Increased income from Energy Company Obligation survey work and commercial Energy Property Certificates
Environmental Services	Environmental Health	12.66	1,000,315	A	Increased income from hygiene audits, house clearances, pest control and needle sweeps; reduction in Private Sector Housing Grant budget, travel & fuel costs and staffing costs as staff deployed to cover Tingwall Airport
Environmental Services	Trading Standards	3.05	154,606	A	Reduction of 1 fte post, removal of ISO accreditation to save on audit fees
Environmental Services	Tingwall Airport & Other Airstrips	3.79	299,538	A	Increased income and reduction in maintenance budgets
Environmental Services	Landfill Site	6.74	208,957	A	Increased income on gate fees and metal sales, reduction in haulage costs
Environmental Services	Energy Recovery Plant	17.63	128,254	A	Increased income on gate fees and sale of heat
Environmental Services	Public Toilets	5.43	165,054	G	No change – review approved by SIC and implemented in 13/14

Environmental Services	Recycling	1.12	79,424	G	No change – review approved by SIC and implemented in 13/14
Environmental Services	Street Cleansing	13.73	417,774	A	Reduction of 3 fte posts
Environmental Services	Refuse Collection	12.79	1,244,133	A	Reduction of 1 fte post and increased commercial waste income
Environmental Services	Skip Contract	1.12	-103,172	A	Increased income from skip service
Environmental Services	Grounds Maintenance	0.12	168,445	A	Service to be re-tendered
Environmental Services	Burial Grounds	7.22	214,597	A	Reduction of 2 fte posts, reduction in maintenance budgets, increased fee income
Ferry Service	Bressay	18.09	777,172	G	No change – Ferry Review approved by SIC and implemented in 13/14
Ferry Service	Fair Isle	5.13	301,884	G	No change – Ferry Review approved by SIC and implemented in 13/14
Ferry Service	Unst & Fetlar	24.36	1,763,097	G	No change – Ferry Review approved by SIC and implemented in 13/14
Ferry Service	Papa Stour	5.22	342,039	G	No change – Ferry Review approved by SIC and implemented in 13/14
Ferry Service	Skerries	11.83	1,169,595	G	No change – Ferry Review approved by SIC and implemented in 13/14
Ferry Service	Whalsay	28.22	1,778,630	G	No change – Ferry Review approved by SIC and implemented in 13/14
Ferry Service	Yell	36.11	2,304,547	G	No change – Ferry Review approved by SIC and implemented in 13/14
Ferry Terminal Assets	Terminal Charge	0	2,951,020	A	New berthing charge for use of ferry terminal shore-based assets which have been transferred to Ports & Harbours
Roads Service	Testing Laboratory	2.02	91,458	G	No change
Roads Service	Carriageways	40.33	2,441,814	G	No change
Roads Service	Footways	0.48	28,173	G	No change
Roads Service	Street Lighting	2.88	362,208	A	Reduction in inspections

Roads Service	Structures	1.70	113,384	G	No change
Roads Service	Street Furniture	0.45	93,227	A	Reduction to essential repairs only
Roads Service	Traffic Management	0.42	21,798	G	No change
Roads Service	Inspections	2.24	137,254	A	Reduction of 1 fte post
Roads Service	Winter Maintenance	8.30	1,005,232	G	No change
Roads Service	Roads Authority Functions	5.03	322,146	A	Reduction of 1 fte post
Roads Service	Maintenance & External Project Design	2.74	43,895	A	Increased income relating to design of external projects.
Roads Service	Scord Quarry	10.58	-679,438	A	Increased income relating to Total and Kergord Road projects.

ENVIRONMENTAL SERVICES	2013/14 CHARGE (ex VAT) £	2014/15 CHARGE (ex VAT) £	VARIANCE %	Vatable (Y/N)
<u>Burial Charges</u>				
Adult	360.50	400.00	11.0	N
Children	0.00	0.00	0.0	N
Ashes	180.25	200.00	11.0	N
Burial Ground Reservation	360.50	400.00	11.0	N
<u>Waste Disposal and Cleansing</u>				
Waste Disposal Charges Gremista:				
Minimum Charges for load less than 200kg	8.00	8.80	10.0	Y
Standard Charges per tonne - Landfill (excluding landfill tax and handling charge)	39.99	43.99	10.0	Y
Landfill Tax will be charged in addition to above (set by Legislation):				
Non-Inert	72.00	80.00	11.1	Y
Inert	2.50	2.50	0.0	Y
Waste Disposal Charges Gremista sorting shed:				
Minimum charge for load less than 200kg	15.38	18.45	20.0	Y
Standard charge per tonne	76.88	92.26	20.0	Y
Charge for paper bales (per tonne)	60.00	80.00	33.3	Y
Waste under contract or for which recycling, re-use and recovery markets can be found may be charged at a lower rate at the discretion of the Waste Services Manager. Such materials and good quality top soil - free or negotiated charge depending on operational requirements.				
Commercial Fridge/Freezers per unit	102.50	105.88	3.3	Y
Salmon	63.00	69.30	10.0	Y
Tyres	135.00	150.00	11.1	Y
Polypropylene Tonne Bags	35.25	123.99	251.7	Y
Garden Waste	76.88	92.26	20.0	Y
Televisions/Monitors	3.86	3.99	3.4	Y
Waste to Energy:				
Standard charge per tonne	43.05	44.47	3.3	Y
Minimum Charge (up to 200 Kg)	8.61	8.89	3.3	Y
Hooklift Hire (per week)	17.30	17.87	3.3	Y
Hooklift Hire Vehicle	56.38	58.24	3.3	Y
Hire of forklift if required for tipping bins	10.00	10.33	3.3	Y
Domestic Refuse Collection Service				
Refuse Storage:				
Household Refuse Sacks (Roll of 52 sacks)	8.33	9.17	10.1	Y
Refuse Container - 370 litres	120.00	125.00	4.2	Y
Wheeled Bin - 120 litres - For Sale to Householders	24.17	25.00	3.4	Y
Wheeled Bin - 240 litres - For Sale to Householders	24.17	25.00	3.4	Y
Wheeled Bin - 360 litres - For Sale to Householders	45.00	46.67	3.7	Y
Fishing Net (2metre x 2metre)	24.17	25.00	3.4	Y
Commercial Refuse Collections				
Commercial Refuse Containers - Annual Standing Charge (To recover bin cost over 3 years):				
Wheeled Bin - 120 litres	7.89	8.15	3.3	Y
Wheeled Bin - 240 litres	7.89	8.15	3.3	Y
Wheeled Bin - 360 litres	14.79	15.28	3.3	Y
Wheeled Bin - 660 litres	72.04	74.42	3.3	Y
Wheeled Bin - 1100 litres	74.29	76.74	3.3	Y
Commercial Refuse Containers - Collection/Disposal Charge per Uplift:				
Commercial Refuse Sack - approx 70 litres (per roll of 50 sacks)	39.19	40.48	3.3	Y
Commercial Refuse Sticker - equivalent to approx 70 litres (per roll of 50 stickers)	39.19	40.48	3.3	Y
Wheeled Bin - 120 litres	1.31	1.35	3.3	Y
Wheeled Bin - 240 litres	1.96	2.02	3.3	Y
Wheeled Bin - 360 litres	2.93	3.03	3.3	Y
Wheeled Bin - 660 litres	5.33	5.51	3.3	Y
Wheeled Bin - 1100 litres	8.69	8.98	3.3	Y
Commercial Recycling Materials (Glass, Cans, Plastic, Paper)	Subject to future Committee Report			
Registered Charities involved in waste prevention activities.	100% discount	100% discount	0.0	N
Clinical Waste Collection - per premises per week	10.79	11.15	3.3	Y
Cooking Oil Collection - per premises per week	10.79	11.15	3.3	Y
Refuse Vehicle - per hour	24.25	25.05	3.3	Y
Refuse Driver - per hour	20.35	21.02	3.3	Y
Refuse Loader - per hour	19.04	19.67	3.3	Y
Pick-Up Vehicle - per hour	21.26	21.96	3.3	Y

Pick-Up Driver - per hour	18.40	19.01	3.3	Y
Pick-Up Loader - per hour	18.40	19.01	3.3	Y
Refuse Skips:				
Skip Hire - per day	1.21	1.25	3.3	Y
Skip Hire - per week	8.37	8.65	3.3	Y
Skip Vehicle - per hour	23.85	24.64	3.3	Y
Skip Driver - per hour	19.70	20.35	3.3	Y
Street Cleansing Service:				
Power Washer - per hour	5.27	5.44	3.3	Y
Street Orderly - per hour	18.40	19.01	3.3	Y
Schmidt Vehicle - per hour	24.41	25.22	3.3	Y
Schmidt Driver - per hour	19.70	20.35	3.3	Y
Esplanade Toilets:				
Cleaners Van - per hour	10.79	11.15	3.3	Y
Cleaner / Van Driver - per hour	18.40	19.01	3.3	Y
Cleaner	18.40	19.01	3.3	Y
Shower, Towel, Soap	2.92	3.33	14.0	Y
Shower	1.42	1.67	17.6	Y
<u>Tingwall Airport - Landing Charges</u>				
Over 2,730kgs MTWA - per tonne or part thereof	20.00	21.00	5.0	Y
Less than 2,730kgs MTWA - per tonne or part thereof (incl out of hours landings)	17.00	18.00	5.9	Y
Annual Consolidated Landing fee - less than 2,730kgs MTWA	310.00	330.00	6.5	Y
Training Circuits (per session max 10 circuits or part thereof per sessions)	20.00	20.00	0.0	Y
Landing Supplements (per passenger):				
Charter Flights	4.50	4.60	2.2	Y
Fuel Handling Charge - per fuelling, per aircraft	10.50	25.00	138.1	Y
Out of Hours Indemnity Permit - Duration 12 months	40.00	40.00	0.0	Y
Extended Opening Hours - Public, Charter and General Aviation (by arrangement):				
Within 3 hours of published opening or closing time - per 15 minute segment	46.20	47.00	1.7	Y
Opening commencing after 3 hours of closing time and closing within 3 hours of opening time min 3 hour charge, then by 15 minute segment thereafter	570.00	575.00	0.9	Y
Extended Opening Hours - Air Ambulance, Search and Rescue/Medi-vac (by arrangement):				
Within 3 hours of published opening or closing time - per 15 minute segment	32.00	33.00	3.1	Y
Opening commencing after 3 hours of closing time and closing within 3 hours of opening time min 3 hour charge, then by 15 minute segment thereafter	380.00	390.00	2.6	Y
Parking Charges for each 24 hours or part thereof	7.00	8.00	14.3	Y
Papa Stour, Whalsay and Unst Airstrips - Landing Charges:				
Less than 2,730kgs MTWA - per tonne or part thereof (inc Out of Hours Landings)	20.00	20.00	0.0	Y
Out of Hours Indemnity Permit - Duration 12 months	40.00	40.00	0.0	Y
<u>Environmental Health and Trading Standards</u>				
Health Certificates:				
Less than 5000Kg (5 Tonnes)	65.00	65.00	0.0	N
More than 5000Kg (5 Tonnes)	65.00	65.00	0.0	N
Charge if less than 24 hours notice given	20.00	20.00	0.0	N
Issue copies of Certificates	20.00	20.00	0.0	N
Inspection Charge if required for Certification	55.00	55.00	0.0	N
Audit charge every 6 months	0.00	220.00	100.0	N
Hygiene inspection charges in respect of General Landings of Fishery Products	1 euro per tonne	1 euro per tonne	0.0	N
Charges in respect of Fishery products entering Preparation/Processing establishments	1 euro per tonne	1 euro per tonne	0.0	N
Voluntary Surrenders of Food	200.00	350.00	75.0	N
Pest Control:				
Pest Control Survey	35.00	35.00	0.0	N
Pest Control Survey to include treatment	85.00	85.00	0.0	N
Charge for each revisit after third visit	15.00	15.00	0.0	N
Free survey and treatment for those on means tested benefits for public health pests only				
Abandoned Vehicles:				
Uplift and disposal charge (set by Statute)	300.00	300.00	0.0	N
Civic Government Licences - In accordance with the provisions of the Civic Government (Scotland) Act 1982, the scale of licence fees must be sufficient to cover the expenses incurred by the licensing authority in implementing the licensing scheme:				
Variation	50.00	55.00	10.0	N
Temporary event licence (non-commercial)	75.00	75.00	0.0	N
Skin Piercers or Tattooist licence	200.00	200.00	0.0	N
Late hours catering licence	300.00	300.00	0.0	N
Street traders licence	200.00	200.00	0.0	N
Individual Street Traders Licence	50.00	55.00	10.0	N
Food Compliance Certificate for Street Traders Licences	100.00	100.00	0.0	N
Second hand dealer's licence	200.00	200.00	0.0	N
Metal dealers licences/itinerant metal dealer's licence	1000.00	1000.00	0.0	N
Metal Dealers Licence Exemption Certificate	200.00	200.00	0.0	N
Temporary commercial public entertainments licence with a capacity of up 1000 people	1500.00	1500.00	0.0	N

Temporary commercial public entertainments licence with a capacity greater than 1000 people	2000.00	2000.00	0.0	N
Full public entertainment licence (3 year licence).	6000.00	6000.00	0.0	N
Issue of Statement of Facts	50.00	50.00	0.0	N
Animal Health:				
Animal Health Licences (including Pet Shops, Animal Boarding Establishments, Dog Breeding Establishments, Riding Establishments) plus additional vet fee (not shown)	150.00	150.00	0.0	N
Dangerous Wild Animals Act	500.00	500.00	0.0	N
Poisons Licence- new	34.00	40.00	17.6	N
Renewal of Poisons Licence	18.00	20.00	11.1	N
Change to Poisons licence	9.00	10.00	11.1	N
House in Multiple Occupation (HMO Licence):				
Up to 6 occupants	200.00	200.00	0.0	N
Greater than 6 occupants	300.00	300.00	0.0	N
Port Health:				
SHIP SANITATION INSPECTION CHARGES (set by the Association of Port Health Authorities)				
Gross Tonnage:				
Up to 1,000	72.00	Not yet known		N
1,001 to 3,000	108.00	(set annually by		N
3,001 - 10,000	165.00	the Association		N
10,001 - 20,000	216.00	of Port Health		N
20,001 - 30,000	273.00	Authorities for		N
Over 30,000	330.00	use from 1 April)		N
With the exception of:				
Vessels with the capacity to carry between 50 and 1000 persons	330.00	Not yet known		N
Vessels with the capacity to carry more than 1000 persons	567.00	(set annually by		N
Extra charges may be added for exceptional costs such as launch hire, lengthy journeys to the port or laboratories, out of hours visits and samples taken.		the Association		
Sample Visit where no Ship Sanitation Certificate is required	£65.00	of Port Health		N
		Authorities for		
		use from 1 April)		
Landlord Registration (set nationally):				
Landlord Registration (10% discount if apply on-line)	55.00	55.00	0.0	N
Property Registration	11.00	11.00	0.0	N
Calibration or verification of weighing and measuring equipment (in line with LACORS recommendations):				
Hourly Rate				
Hourly rate for any equipment not specified in the following list (travel time will also be charged)	50.02	50.52	1.0	Y
Weights				
Weight	7.15	7.22	1.0	Y
Adjustment and cleaning of weights - per hour	37.13	37.50	1.0	Y
Non-Automatic Weighing Machines				
Range not exceeding 6 kg	27.98	28.26	1.0	Y
Range exceeding 6 kg but not exceeding 100 kg	39.80	40.20	1.0	Y
Range exceeding 100 kg but not exceeding 250 kg	50.02	50.52	1.0	Y
Range exceeding 250 kg but not exceeding 1 tonne	100.04	101.04	1.0	Y
Range exceeding 1 tonne but not exceeding 10 tonnes (forklift provided on site)	163.04	164.67	1.0	Y
Range exceeding 1 tonne but not exceeding 10 tonnes (forklift not provided on site)	205.04	207.09	1.0	Y
Range exceeding 10 tonnes (forklift provided on site)	407.61	411.69	1.0	Y
Range exceeding 10 tonnes (forklift not provided on site)	670.11	676.81	1.0	Y
Non-Automatic Weighing Instruments				
Range not exceeding 6 kg	41.98	42.40	1.0	Y
Range exceeding 6 kg but not exceeding 100 kg	59.69	60.29	1.0	Y
Range exceeding 100 kg but not exceeding 250 kg	75.03	75.78	1.0	Y
Range exceeding 250 kg but not exceeding 1 tonne	150.07	151.57	1.0	Y
Range exceeding 1 tonne but not exceeding 10 tonnes (forklift provided on site)	244.57	247.02	1.0	Y
Range exceeding 1 tonne but not exceeding 10 tonnes (forklift not provided on site)	307.57	310.65	1.0	Y
Range exceeding 10 tonnes (forklift provided on site)	717.65	724.83	1.0	Y
Range exceeding 10 tonnes (forklift not provided on site)	1085.15	1096.00	1.0	Y
Non-Automatic Weighing Equipment (UKAS Procedure - including determination of uncertainty budgets)				
Range not exceeding 6 kg	41.98	42.40	1.0	Y
Range exceeding 6 kg but not exceeding 100 kg	59.69	60.29	1.0	Y
Range exceeding 100 kg but not exceeding 250 kg	75.03	75.78	1.0	Y
Range exceeding 250 kg but not exceeding 1 tonne	150.07	151.57	1.0	Y
Range exceeding 1 tonne but not exceeding 10 tonnes (forklift provided on site)	244.57	247.02	1.0	Y
Range exceeding 1 tonne but not exceeding 10 tonnes (forklift not provided on site)	307.57	310.65	1.0	Y
Range exceeding 10 tonnes (forklift provided on site)	717.65	724.83	1.0	Y
Range exceeding 10 tonnes (forklift not provided on site)	1085.15	1096.00	1.0	Y
Measuring Instruments for Liquid Fuel and Lubricants (10% surcharge applicable to initial assessment of conformity under MID)				
Single/multi-outlets (nozzles) - first nozzle tested (per site)	100.04	101.04	1.0	Y
Single/multi-outlets (nozzles) - each additional nozzle tested	50.02	50.52	1.0	Y
Road Tanker Fuel Measuring Equipment (above 100 litres)				
Meter measuring systems - per hour (reference meter provided by submitter)	50.02	50.52	1.0	Y
Replacement dipstick (including examination of compartment)	40.02	40.42	1.0	Y
Spare dipstick	18.14	18.32	1.0	Y
Calibration Certificates:				
Basic calibration certificate	25.01	25.26	1.0	Y
Detailed results in calibration certificate	25.01	25.26	1.0	Y
Testing and certification of weighing equipment for the purposes of fish catching records	0.00	50.52		Y
Hire of test weights:				
Weight Hire - per individual weight hired	4.73	4.78	1.2	Y

Delivery and collection of hired weights - per officer hour (plus transport costs)	37.13	37.50	1.0	Y
Manufacture and Storage of Explosives Regulations 2005:				
Licence to store explosives (one year's duration)	178.00	Not yet known		N
Renewal of a licence to store explosives (one year's duration)	83.00	(set annually by		N
Registration in relation to the storage of explosives (one year's duration)	105.00	regulations for		N
Renewal of a registration in relation to the storage of explosives (one year's duration)	52.00	use from 1 April)		N
Varying name of licensee or address of site	35.00			N
Any other kind of variation	35.00			N
Transfer of licence or registration	35.00			N
Replacement of licence or registration if lost	35.00			N
Petroleum (Consolidation) Act 1928:				
Licence to keep petroleum spirit (not exceeding 2500 litres)	42.00	Not yet known		N
Licence to keep petroleum spirit (exceeding 2500 litres but not exceeding 50000 litres)	58.00	(set annually by		N
Licence to keep petroleum spirit (exceeding 50000 litres)	120.00	regulations for		N
		use from 1 April)		
Petroleum (Transfer of Licences Act 1936):				
Transfer of petroleum spirit licence	8.00	Not yet known		N
		(set annually by		
		regulations for		
		use from 1 April)		

FERRY OPERATIONS FARES TABLE WITH EFFECT FROM 1 APRIL 2014	Mainland to Bressay Mainland to Whalsay Mainland to Yell Yell to Unst / Fetlar Return Fare		Mainland to Fair Isle Mainland to Foula Fair Isle to Mainland Foula to Mainland Single Fare		Mainland to Skerries Mainland to Papa Stour Skerries to Mainland Papa Stour to Mainland Single Fare		Vatable (Y/N)
	2013/14 £	2014/15 £	2013/14 £	2014/15 £	2013/14 £	2014/15 £	
Passengers: Adults - Single Adults - 10 Journey Ticket Adults - 20 Journey Ticket Children - up to 19 years & OAPs - Single Children & OAP - 10 Journey Ticket Children & OAP - 20 Journey Ticket OAPs with valid SIC Pass Non Fair Isle resident (Fair Isle only) - Single	5.00 20.60 1.00 5.00 1.00	5.20 21.20 1.00 5.20 1.00	5.00 41.20 1.00 5.00 1.00 15.00	5.20 42.40 1.00 5.20 1.00 15.50	5.00 41.20 1.00 5.00 1.00	5.20 42.40 1.00 5.20 1.00	N N N N N N N N
Cars & Other Vehicles not exceeding 5.5m in length: Cars & Other Vehicles & Driver - Single Cars & Other Vehicles & Driver - 10 Journey Cars & Other Vehicles & Driver - 20 Journey Motorcyle & Driver - Single Domestic Towed trailers incl caravans: less than 3.5m 3.5 - 5.5m greater than 5.5m	12.50 80.80 10.00 6.00 8.50 12.00	12.80 83.20 10.20 6.20 8.80 12.40	24.00 13.00 6.00 8.50 12.00	24.80 13.40 6.20 8.80 12.40	6.50 5.50 6.00 8.50 12.00	6.70 5.70 6.20 8.80 12.40	N N N N N N N
Commercial Vehicles & Driver (incl. coaches without passengers): 5.01m - 8.00 m 8.01m - 12.00 m 12.01m - 18.00 m 18.00m plus - prior arrangement only - not less than Fair Isle commercial vehicle (Return)	26.40 50.60 70.90 206.80	27.20 52.20 73.00 213.00	100.00	103.00	13.20 25.30 35.45 103.40	13.60 26.10 36.50 106.50	Y Y Y Y
Coaches carrying passengers & Driver: 5.01m - 8.00 m 8.01m - 12.00 m 12.01m - 18.00 m		22.67 43.50 60.83				11.33 21.75 30.42	N N N
Tankers: up to 7.50m 7.51m - 10.00m 10.01m - 16.00 m	47.60 86.40 112.80	49.00 89.00 116.20			23.80 43.20 56.40	24.50 44.50 58.10	Y Y Y
Plant: up to 7.50m 7.51m - 10.00m 10.01m - 16.00m	67.40 120.60 164.80	69.40 124.20 169.80			33.70 60.30 82.40	34.70 62.10 84.90	Y Y Y
Contract rate for approved coaches carrying workers:		Normal coach & driver fare plus minimum 35 pax at multi journey rate.					N

BRESSAY SEASON TICKETS	Monthly		Annual		Vatable (Y/N)
	2013/14 £	2014/15 £	2013/14 £	2014/15 £	
Unlimited foot travel	44.60	46.00	488.00	503.00	N
Up to 15 foot passenger journeys and 10 car journeys per month	95.60	98.50	1045.00	1075.00	N
Unlimited foot travel and up to 20 car journeys per month	127.00	130.80	1395.00	1435.00	N

Non Bulk Cargo Rate Guide - April 2014

Papa Stour, Foula, Fair Isle and Skerries

Charging for items not listed: Match as near as possible to an item below, (taking size, weight and care/time required when handling into account.)

So far as is possible, similar rates should be applied by all crews/agents

Crew Req: This is an indication of the number of crew that may be required to carry/stow an item, and may be of assistance when pricing items not listed.

Charging Band	Description/Example of Rate	Type	ex-VAT £	inc-VAT £	Crew Req
2	Bale of Hay (not round bale)	Agricultural	0.37	0.44	1
2	Animal Feed - All Bags up to 50Kg	Agricultural	0.37	0.44	1
2	Straining Post/Stay	Agricultural	0.37	0.44	2
2	2" by 2" timber/rhone pipes - 4.8m lengths	Construction	0.37	0.44	1
2	Roll of Insulation	Construction	0.37	0.44	1
2	Corrugated Iron/Profile Sheet	Construction	0.37	0.44	2
2	Foal	Livestock	0.37	0.44	n/a
2	Lamb	Livestock	0.37	0.44	n/a
2	Car Tyre	Miscellaneous	0.37	0.44	1
2	Small/Medium Carton/Parcel	Miscellaneous	0.37	0.44	1
3	Coil of Fencing Wire	Agricultural	0.66	0.79	1
3	Bag of Wool (100Kg)	Agricultural	0.66	0.79	2
3	Bag of Fertilizer	Agricultural	0.66	0.79	1
3	4" by 2" timber - 4.8m lengths	Construction	0.66	0.79	2
3	6" by 2" timber - 4.8m lengths	Construction	0.66	0.79	2
3	Plywood/Plasterboard (per sheet)	Construction	0.66	0.79	2
3	Roll of Roofing Felt	Construction	0.66	0.79	1
3	Bag of Cement	Construction	0.66	0.79	1
3	Roll of Carpet/Lino	Household	0.66	0.79	2
3	Ewe/Ram/Hug/Grice etc	Livestock	0.66	0.79	n/a
3	Empty Pallet/Crate	Miscellaneous	0.66	0.79	1
3	Fish Carton (per bundle)	Miscellaneous	0.66	0.79	1
3	Five Gallon Drum	Miscellaneous	0.66	0.79	1
3	Large Carton/Tea Box	Miscellaneous	0.66	0.79	1
3	Small Gas Bottle (25kg size)	Miscellaneous	0.66	0.79	1
3	Medium/Large Heavy Parcel	Miscellaneous	0.66	0.79	2
3	Bag of Coal	Miscellaneous	0.66	0.79	1
4	Per 10 Fencing Posts	Agricultural	1.89	2.26	1
4	Per 10 Bales of Hay	Agricultural	1.89	2.26	2
4	Small Cultivators	Agricultural	1.89	2.26	2
4	Per 10 Concrete Blocks (100 or 150mm)	Construction	1.89	2.26	2
4	Wash Hand Basin/Sink	Construction	1.89	2.26	1
4	WC	Construction	1.89	2.26	1
4	Radiator	Construction	1.89	2.26	2
4	Shower Tray	Construction	1.89	2.26	2
4	Small/Medium Window	Construction	1.89	2.26	2
4	Small Generators/Pumps	Miscellaneous	1.89	2.26	2
4	Push Bike	Miscellaneous	1.89	2.26	1
5	10' Gate	Agricultural	3.22	3.86	2
5	Tractor Tyre (Rear)	Agricultural	3.22	3.86	2
5	Large Hay/Silage Bales (black bales)	Agricultural	3.22	3.86	3
5	Bath	Construction	3.22	3.86	2
5	Door	Construction	3.22	3.86	2
5	Large Window	Construction	3.22	3.86	2
5	Bed (Single)	Household	3.22	3.86	2
5	Chair (Large)	Household	3.22	3.86	2
5	Table	Household	3.22	3.86	2
5	TV/Hi-Fi/Computer etc	Household	3.22	3.86	2

5	Calf	Livestock	3.22	3.86	n/a
5	Pony	Livestock	3.22	3.86	n/a
5	Wheelbarrow	Miscellaneous	3.22	3.86	1
5	40G/200L Fuel Barrel (Return Rate)	Miscellaneous	3.22	3.86	2
5	Large Gas Bottles	Miscellaneous	3.22	3.86	2
6	Per 50 Fencing Posts	Agricultural	8.00	9.59	2
6	Quad	Agricultural	8.00	9.59	3
6	Per 'Lift' of Concrete Blocks: 32 - 6" or 44 - 4"	Construction	8.00	9.59	2
6	Hot Water Tank	Construction	8.00	9.59	2
6	650 Gallon Tank (empty)	Construction	8.00	9.59	3
6	Garage Door	Construction	8.00	9.59	3
6	Cooker	Household	8.00	9.59	2
6	Fridge or Freezer (small)	Household	8.00	9.59	2
6	Three Piece Suite or Similar	Household	8.00	9.59	2
6	Washing Machine	Household	8.00	9.59	2
6	Double Bed	Household	8.00	9.59	2
6	Cow/Bull	Livestock	8.00	9.59	n/a
6	Assorted Palleted Goods	Miscellaneous	8.00	9.59	3
6	Small Trailer	Miscellaneous	8.00	9.59	3
7	Rayburn Cooker	Construction	14.67	17.60	4
7	Skip	Miscellaneous	14.67	17.60	3
7	Car - non ro-ro	Miscellaneous	14.67	17.60	4
7	Small Rowing Boat	Miscellaneous	14.67	17.60	4
Scrap	Scrap Cars, based 1.15 tonne/car	Miscellaneous	14.67	17.60	4
Mail	Mail Bag - Large	Mail	1.30	1.56	1

SIC FERRY SERVICES

Commercial and private charter rates are not subject to VAT, unless the charter is for carriage of cargo only.

Prices correct at time of publication. Rates subject to change without prior notification.

All commercial and private charterers shall have to sign and comply with the terms of the Council's Charter Party Agreement (example published online).

All rates are for the period specified and are deemed as part hour/block thereof.

Vessel	Route/Notes	2014/15 Community Council & Private Hire Rate	2014/15 Commercial Charter Rates (Estimates available prior to signing Charter Party Agreement)	
		Per 3-hour block or part thereof	First 3-hour block or part thereof	Each additional hour or part thereof
		£	£	£
Good Shepherd	Crew working within salary	Fuel Cost Only	189	63
Good Shepherd	Crew working at straight time 4-Crew	227	408	136
Snolda		227	408	136
Thora		330	459	153
Snolda		330	522	174
Snolda	To Fair Isle	402	591	197
Bigga	4-Crew	330	399	133
Fivla	4-Crew	330	399	133
Leirna		402	471	157
Hendra		402	471	157
Geira	4-Crew	330	399	133
Linga		402	531	177
Daggri		402	531	177
Dagalien		402	531	177
Daggri/Dagalien Outside Yell Sound and/or >95 pax		474	627	209
Filla		402	681	227
Filla	To Fair Isle	474	756	252

NOTE: All Community Council, Private Hire and Commercial Charter Rates EXCLUDES fuel costs. Fuel shall be charged at cost – Estimates available on request.

Other Charges:

Use of Daggri/Dagalien Galley	inc galley, prep & use of refrigerator	£299 per hire	£299 per hire	
Use of Daggri/Dagalien Galley	SIC vending machines off	£376 per hire	£376 per hire	

Out of hours emergency call out rate when charter does not pay for crew on Stand-by on route.

Vessel	Route/Notes	Per 3-hour block or part thereof
Any Vessel	All Routes	£2,575

In all cases the Council's liability is limited.

All charters are subject to the terms and conditions, as described in the Charter Party Agreement and Council's Terms and Conditions of Carriage, as amended.

Rates for 4-Crew vessels shall be higher if these vessels require 5-Crew – check at time of chartering.

[For further information and detailed quotes, please contact Kevin Main on 01806 244262, or \[kevin.main@shetland.gov.uk\]\(mailto:kevin.main@shetland.gov.uk\)](#)

ROADS SERVICES	2013/14 CHARGE (ex-VAT) £	2014/15 CHARGE (ex-VAT) £	Variance %	Vatable (Y/N)
Traffic Orders & Notices				
Road Traffic Regulation Act 1984 Section 14				
Temporary Traffic Order or Notice to close a Road or impose any other traffic restriction made under Section 14 of the Road Traffic Regulation Act 1984.				
Temporary notice (in an emergency, not exceeding 5 days)	170.00	170.00	0.0	N
Temporary Traffic Order (up to 18 months) + Advertising costs (at cost)	550.00	550.00	0.0	N
Extension of a Temporary Traffic Order	250.00	250.00	0.0	N
Inspection charge per week or part thereof	60.00	60.00	0.0	N
Note - charges are levied using powers in the New Roads and Street Works Act and apply only to Utilities and similar.				
Permit System and Charges				
New Roads and Street Works Act 1991, Section 109				
Permission for minor road works consent to open the road for the purpose of installing or maintaining apparatus within the public road. (3 x Inspection Fee)				
Minor Works	96.00	96.00	0.0	N
Standard Works	176.00	176.00	0.0	N
Major Works	463.00	463.00	0.0	N
Private Apparatus Record Fee (to be applied to private apparatus installed in a public road that will not be adopted by a recognised statutory undertaker)	100.00	100.00	0.0	N
Roads (Scotland) Act 1984, Section 56				
Permission for minor road works consent to construct a new access, vehicular crossing or make an opening within the public road. (3 x Inspection Fee)	144.00	144.00	0.0	N
Roads (Scotland) Act 1984, Section 58(1) and 58(2)				
Permission to temporarily occupy a portion of the public road in connection with building operations and/or to erect staging and scaffolding:-				
Up to one week	50.00	50.00	0.0	N
Weekly charge after first week	30.00	30.00	0.0	N
Roads (Scotland) Act 1984, Section 85(1) and 85(2)				
Permission to place a builders skip within the public road:-				
up to one week	25.00	25.00	0.0	N
ongoing weekly charge after one week	15.00	15.00	0.0	N
Roads (Scotland) Act 1984, Section 59				
Permission to occupy the road with a market or stall				
Regularly recurring events:				
Initial admin fee (admin fee only paid with initial application) plus	58.00	58.00	0.0	N
Annual charge per square meter of occupation	5.00	5.00	0.0	N
One-off events:				
Initial admin fee plus	58.00	58.00	0.0	N
Annual charge per square meter of occupation	2.00	2.00	0.0	N
Roads (Scotland) Act 1984 Section 59				
Permission to occupy the road or pavement with tables and chairs in connection with siting an operation of a Street Café				
Initial admin fee and occupation for first year	120.00	120.00	0.0	N
Annual registration fee	50.00	50.00	0.0	N
Roads (Scotland) Act 1984 Section 59				
Permission to occupy the road or public footway in connection with the siting of an A-Board advertising Sign (annual fee)	25.00	25.00	0.0	N
NR & SWA Inspection Fees				
The inspection fees we as a Roads Authority can charge Utilities when they excavate in a public Road is given in the Road Works (Inspection Fees) (Scotland) Amendment Regulations.	33.00	33.00	0.0	N
Gritting Fees				
Gritting fee, per occasion a gritter treats a private road, access or car park:-				
Blacksness Pier, Scottish Water accesses, large car park	57.75	59.50	3.0	Y
Small private roads / accesses, small car park	23.10	23.80	3.0	Y
Other private gritting not covered above will be charged at a rate based on the above list, or a charge will be calculated taking account of the scope of the work involved.				
Scord Quarry Products				

The price of Scord Quarry products are set separately under delegated authority to the Executive Director - Infrastructure or his nominee, and reported to Council annually.

Charge for Laboratory Testing of Construction Materials

1 Classification Tests - Soils

1/1	Liquid Limit (BS 1377 : Part 2 : 1990 . Method 4.3)	per test	27.50	28.33	3.0	Y
1/2	Plastic Limit (BS 1377 : Part 2 : 1990 . Method 5.3)	per test	15.00	15.45	3.0	Y
1/3	Plasticity & Liquidity Index (BS 1377 : Part 2 : 1990 . Method 5.4)	per test	12.00	12.36	3.0	Y
1/4	Specific Gravity (Density Bottle) (BS 1377 : Part 2 : 1990 . Method 8.3)	per test	30.00	30.90	3.0	Y
1/5	Particle Size Distribution (Washed Analysis) (BS 1377 : Part 2 : 1990 . Method 9.2)	per test	40.00	41.20	3.0	Y

2 Compaction Tests - Soils

2/1	2.5kg Rammer (for Soils to Medium Gravel Size) (BS 1377 : Part 4 : 1990 . Method 3.3)	per set	80.00	82.40	3.0	Y
2/2	2.5kg Rammer (for Soils to Coarse Gravel Size) (BS 1377 : Part 4 : 1990 . Method 3.4)	per set	80.00	82.40	3.0	Y
2/3	4.5kg Rammer (for Soils to Medium Gravel Size) (BS 1377 : Part 4 : 1990 . Method 3.5)	per set	90.00	92.70	3.0	Y
2/4	4.5kg Rammer (for Soils to Coarse Gravel Size) (BS 1377 : Part 4 : 1990 . Method 3.6)	per set	90.00	92.70	3.0	Y
2/5	Vibrating Hammer (BS 1377 : Part 4 : 1990 . Method 3.7)	per set	110.00	113.30	3.0	Y
2/6	Moisture Condition Value (BS 1377 : Part 4 : 1990 . Method 5)	per set	40.00	41.20	3.0	Y
2/7	California Bearing Ratio (BS 1377 : Part 4 : 1990 . Method 7)	per set	60.00	61.80	3.0	Y

3 Aggregate Testing

3/1	Relative Density & Water Absorption (BS EN 1097 :part 6 : 2000)	per test	40.00	41.20	3.0	Y
3/2	Compacted Bulk Density of Received Material (BS 812 : Part 2 : 1975)	per test	30.00	30.90	3.0	Y
3/3	Bulk Density of Received Material (BS EN 1097 : Part3 : 1998)	per test	25.00	25.75	3.0	Y
3/4	Grading of Sub-base (BS EN 933 : Part 1 : 1997)	per test	50.00	51.50	3.0	Y
3/4	Grading of Capping Layer (BS EN 933 : Part 1 : 1997)	per test	60.00	61.80	3.0	Y
3/5	Grading of Concrete Aggregates (BS EN 933 : Part 1 : 1997)	per test	40.00	41.20	3.0	Y
3/6	Flakiness Index (BS EN 933 : Part 3 : 1997)	per test	15.00	15.45	3.0	Y
3/7	Elongation Index (BS 812 : Part 105.2 : 1985)	per test	15.00	15.45	3.0	Y
3/8	Aggregate Crushing Value (BS EN 1097 : Part2 : 1998)	per test	75.00	77.25	3.0	Y
3/9	Ten Per Cent Fines Value (BS EN 1097 : Part2 : 1998)	per test	75.00	77.25	3.0	Y
3/10	Aggregate Impact Value (BS EN 1097 : Part2 : 1998)	per test	30.00	30.90	3.0	Y

4 Concrete Testing

4/1	Compressive Strength of Concrete Cubes (BS EN 12390 : Part 3 : 2002)(from certified cube moulds)	per cube	7.50	7.73	3.0	Y
4/2	Compressive Strength of Concrete Cubes (BS EN 12390 : Part 3 : 2002)(from cube moulds that are not certified)	per cube	9.00	9.27	3.0	Y
4/3	Compressive Strength of Concrete Cores (BS EN 12504 : Part 1 : 2000)	per core	50.00	51.50	3.0	Y
4/4	Compressive Strength of Concrete Blocks (Fibre Board) (BS 1052 : Part1 : 1999)	per block	12.00	12.36	3.0	Y

5 Bituminous Testing

5/1	Binder Content & Grading (By Difference) (BS EN 12697 : Part 2 : 2002)	per test	45.00	46.35	3.0	Y
5/2	Percentage Refusal Density (BS 598 : Part 104 : 1989)	per set	200.00	206.00	3.0	Y

6 Field Testing - Soils

6/1	In-Situ Density Test (Nuclear Density Gauge) (BS 1377 : Part 9 : 1990 . Method 2.5)	per hr.	45.00	46.35	3.0	Y
6/2	CBR by Clegg Impact Hammer (In-house Method)	per hr.	45.00	46.35	3.0	Y

7 Field Testing - Concrete

7/1	Cube Making (Including Workability Test) (BS EN 12390 : Part 2 : 2000)	per hr.	45.00	46.35	3.0	Y
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7/2	Determination of Air Content (BS EN 12390 : Part 8 : 2000)	per test	15.00	15.45	3.0	Y
7/3	Density of Compacted Fresh Concrete (BS EN : 12350 : Part 6 : 2000)	per test	25.00	25.75	3.0	Y
7/4	Cover Meter Survey (BS 1881 : Part 201 : 1986)	per hr.	45.00	46.35	3.0	Y
7/5	Schmidt Hammer Tests (BS EN 12504 : Part 2 : 2001)	per hr.	45.00	46.35	3.0	Y
7/6	Core Cutting	per hr.	45.00	46.35	3.0	Y
8	Field Testing - Blacktop					
8/1	On-site Sampling of Blacktop (BS EN 12697 : Part 27 : 2001)	per hr.	45.00	46.35	3.0	Y
8/2	Determination of Texture Depth (BS 598 : Part 3 : 1985 . Method 7)	per test	15.00	15.45	3.0	Y
8/3	Core Cutting for PRD & Pavement Examination	per hr.	45.00	46.35	3.0	Y
8/4	Rolling Straight Edge (Spec. for Highway Works : Cl. 702)	per hr.	45.00	46.35	3.0	Y
8/5	Skid Resistance Meter (TRRL)	per hr.	45.00	46.35	3.0	Y
9	Time Based Charges					
9/1	Work done on a time basis will be charged per hour; as well as labour, the charge will cover the use of a vehicle, normal tools and equipment.		45.00	46.35	3.0	Y
9/2	Mileage to site will be charged at standard Council rates.					
10	Other Tests					
	Any other tests required will either be charged at a rate based on a comparable test listed above, or a charge will be calculated taking account of equipment required and time normally taken to carry out the test. If not appropriate charges will be on a time basis.					

TRANSPORT OPERATIONS	2013/14 CHARGE (ex VAT) £	2014/15 CHARGE (ex VAT) £	VARIANCE %	Vatable (Y/N)
Hire of Council buses (Whalsay)	£1.50 per mile for all hires plus	£2.60 per mile for all hires plus	73.3	N
9am to 5pm - Monday to Friday	£11.50 per hour	£24.84 per hour	116.0	N
5pm to 10pm - Monday to Friday and 9am to 10pm - Saturday	£17.00 per hour	£37.26 per hour	119.2	N
10pm to 9am - Monday to Saturday and all day Sunday	£21.00 per hour	£45.45 per hour	116.4	N
Rural Freight Centre - Gremista				
Annual charge (per haulier and irrespective of quantity) making use of the unmanned Rural Freight Centre. Charged in advance and includes one access card.	0.00	£1,575.00	100.0	Y
Cost per additional access card (including	0.00	£5.00	100.0	Y
Green Deal Surveys				
Carried out in accordance with the relevant Green Deal Code of Practice (CoP), the Energy Act 2011 and the Energy Performance of Buildings (Scotland) Regulations 2008				
All areas - unified rate - per survey	0.00	£150.00	100.0	Y